



The Country Women's  
Association of Victoria Inc.

care empower contribute

# EDUCATIONAL GRANTS

## Guidelines

## V3 2024

## Contents

<b>Introduction</b> .....	3
<b>EDUCATIONAL GRANTS</b> .....	3
1. Educational Grants available for Application by General Public and CWA of Victoria Members .....	4
a) Post-Secondary and Post-Graduate Grants.....	4
b) Central Highlands Ruby McCullough Scholarship.....	4
How to Apply: .....	5
2. Educational Grants available for Application by CWA of Victoria Members for themselves or their Family Members .....	6
a) CWA Secondary and Post Secondary Grants.....	6
b) Grants in the name of the Late Mrs A.A. Gibbs.....	7
c) Diamond Jubilee Post-Secondary Residential Grant .....	7
How to Apply: .....	8
3. Educational Grants available to CWA of Victoria Members only .....	8
a) Elsa Mary Grice Education Grants .....	8
How to Apply: .....	8
Frequently Asked Questions.....	10

## Introduction

The Country Women's Association of Victoria Inc. (CWA Victoria) is the largest women's organisation in Victoria. It is a registered charity, and a non-party political and non-sectarian organisation for country and city women.

It aims to provide direct benevolent assistance to disadvantaged and vulnerable women, children and families in need throughout metropolitan, regional, rural and remote settings in Victoria through:

- (a) volunteer community service;
- (b) the establishment and management of community support networks; and
- (c) the provision of financial aid or emergency funding.

Members work for the welfare of women, children and families through representation to all levels of government, undertaking fundraising events, providing networking opportunities and teaching life skills.

CWA Victoria was formed on 12 March 1928 and today has over 3,000 members. Each member belongs to one of about 300 Branches state-wide that maintains its own program and is empowered to support community needs.

The Educational Grants were first established in 1946 to assist students with educational expenses. Since then, the number of grants available at both State level and through individual branches of CWA Victoria has grown.

## EDUCATIONAL GRANTS

CWA Victoria has three categories of Educational Grants: those open to the general public, those available to members and their families, and those open only to members.

1. Those open to the general public: See Section 1.
2. Those open to members and their families (See Section 2.)
3. Those open only to members: see Section 3.

## 1. Educational Grants available for Application by General Public and CWA of Victoria Members:

### a) Post-Secondary and Post Graduate Grants

#### *Closing Date for Applications 31 March*

These grants are delivered through the bequests in the names of Sarah Amiet (nee Nicholson) , Alice Stewart Award and Victoria Louisa Craig . General donations in the areas of food technology and environmental sciences has also been added.

#### **CRITERIA**

These grants are open to students:

- a. resident in Victoria (or bordering districts); and
- b. studying any post-Year 12 course at any university, TAFE, or equivalent institution, at diploma level or higher; and
- c. who comply with all requirements of the application form.

All applications received by the due date will be reviewed, and awards made to eligible applicants on merit. We have 2 categories, health related and a general category which gives preference to

- I. agriculture/agribusiness; or
- II. environmental science; or
- III. hospitality or food technology.

Students studying other disciplines are also encouraged to apply.

Up to five grants may be awarded each year. Grants are awarded for one year. Applicants may re-apply in subsequent years. Successful applicants must supply evidence of enrolment, and bank details, in order to receive payment of the grant.

### b) Central Highlands Ruby McCullough Scholarship

The Central Highlands Ruby McCullough Scholarship is awarded annually from 2022 to a woman studying in the field of leadership and/or governance. The funds come from a donation made by the Central Highlands Group of CWA Victoria, in memory of past member Mrs Ruby McCullough.

#### *Closing Date for Applications 31 March*

All applications received by the due date will be reviewed. Preference will be given to a member of The Country Women's Association of Victoria.

## How to Apply:

1. Application forms for these Grants will be available on the [cwaofvic.org.au](http://cwaofvic.org.au) website from February each year. Closing date is 31 March.
2. All applications must be made on the appropriate form with additional information and references attached as required.
3. Applications must be received no later than 31 March and can be forwarded either by mail to:

The Country Women's Association of Victoria Inc  
Attention: State Treasurer  
3 Lansell Road  
TOORAK VIC 3142

or by email to [statetreasurer@cwaofvic.org.au](mailto:statetreasurer@cwaofvic.org.au)

4. Late entries will **NOT** be accepted.
5. Successful applicants will be notified in writing within eight (8) weeks of the closing date.
6. If a grant is made to the applicant, the student cannot accept the grant and then defer studies.

## **2. Educational Grants available for Application by CWA of Victoria Members for themselves or their Family Members**

*Applications open in August – Closing date for Applications 30 September*

### a) CWA Secondary and Post secondary Grants

**Note: Membership must be of at least 18 months standing to qualify for application.**

These grants are open to CWA Victoria members, junior members, members' children, members' step-children, members' grandchildren, step grandchildren, and children for whom the member is the legal guardian.

#### ***Secondary***

For applicants attending or about to attend a Secondary College. The grant is awarded for one (1) year only. Grant recipients may reapply each year. Amounts awarded may depend on the number of applicants and/or amount of money earned in that year from interest-bearing deposits. In 2024 the grants have been set at \$500. The application form should be completed by the member.

#### ***Post-Secondary***

Awarded for the chosen course for a period of up to 4 years, providing evidence is given each year, in writing, of satisfactory progress and re-enrolment. The grant is to be used for the purchase of books or equipment. A number of general awards are available. In 2024 this grant has been set at \$1500. The application form should be completed by the student.

### b) Grants in the name of the Late Mrs A.A. Gibbs

These grants are only available to the grandchildren of members.

- Up to four Secondary grants and up to four Post-Secondary grants are made each year. In 2024 grants are \$300.
- Secondary grants are for applicants attending or about to attend a Secondary College. The grant is awarded for one (1) year only. Grant recipients may reapply each year. Amount awarded may depend on the number of applicants and/or amount of money earned in that year from interest-bearing deposits.
- Post-Secondary grants are awarded for the chosen course for a period of up to 4 years, providing evidence is given each year, in writing, of satisfactory progress and re-enrolment. The grant is to be used for the purchase of books or equipment. Amount awarded may depend on the number of applicants and/or amount of money earned in that year from interest-bearing deposits.

### c) Diamond Jubilee Post-Secondary Residential Grant

Made possible through a State Project to mark the Diamond Jubilee of The Country Women's Association of Victoria Inc. 1928-1988.

- Available to a student commencing Post-Secondary education who, in their first year of study needs to live away from home.

#### How to Apply:

1. Application forms for the Secondary and Post-Secondary Educational Grants, the AA Gibbs Educational Grants and the Diamond Jubilee Residential Grant will be available on the website from August each year. Closing date 30 September in any year.
2. All applications must be made on the appropriate form with additional information and references attached as required.
3. Applications may be made for all grants for which the student is eligible, by ticking the appropriate box/boxes on the application form.
4. Applications for Educational Grants must be signed by the Applicant, Parent or Legal Guardian if under 18, Branch President, and the Group President who must be **the LAST** person to sign off on the application.
5. Applications must be received no later than 30 September and can be forwarded either by mail to:

The Country Women's Association of Victoria Inc  
Attention: State Treasurer  
3 Lansell Road  
TOORAK VIC 3142

or by email to [statetreasurer@cwaofvic.org.au](mailto:statetreasurer@cwaofvic.org.au)

5. Late entries will **NOT** be accepted.
6. **Secondary Grants: THREE** references must be supplied: **TWO** from responsible non-family citizens and **ONE** from Principal/Co-ordinator.
7. **Post-Secondary Grants: THREE** references must be supplied: **TWO** from responsible non-family citizens and **ONE** from Educational Institution.
8. All applications received by the due date will be reviewed, and grants made to eligible applicants.

Successful applicants will be notified in writing within eight (8) weeks of the closing date.

9. If a grant is made to the applicant, the student cannot accept the grant and then defer studies.
10. Secondary Educational Grants are awarded for one year only.
11. Post-Secondary Educational Grants are awarded for applicants attending or about to attend University, non-university Institution, TAFE College, etc. and may be awarded for a period of four years provided proof is given each year, in writing, of successful completion of the year, together with a copy of the re-enrolment form for the following year. The grants are for students studying full time and undertaking courses of at least one year's duration. Note that grants for Diploma courses are for one year only.
12. Successful applicants for Secondary Educational Grants must supply bank details in order to receive payment of the grant.
13. Successful applicants for Post-Secondary Educational Grants must supply evidence of enrolment and bank details, in order to receive payment of the grant.

### **3. Educational Grants available to CWA of Victoria Members only**

#### **a) Elsa Mary Grice Education Grants**

Elsa Mary Grice Education Grants are available to members of CWA Victoria "for the education of members for their work in CWA". Miss Grice was State President of CWA Victoria 1935-36 and left a substantial bequest to the Association in her will.

#### **How to Apply:**

1. Application forms for Elsa Mary Grice Education Grants will be available on the website throughout the year and may be applied for at any time. Grants will be made four times annually.
2. Funding is available to assist members to study a range of short courses at recognised institutions, provided that the member can link the course with their CWA volunteer work. Examples include governance, financial training, leadership training, computer skills, first aid or food handling.



3. Members will be asked to agree to put the training to use to benefit CWA, e.g. by standing for election to an office-bearer position.
4. Grants provide full or partial reimbursement of fees for courses; members receiving grants must pay for the course themselves, and submit evidence of satisfactory completion and payment of course fees to receive payment of the grant.
5. Members receiving grants will need to supply bank details for EFT transfer.
6. All applications must be made on the appropriate form with additional information attached as required.
7. Applications may be made at any time and can be forwarded either by mail to:

The Country Women's Association of Victoria Inc  
Attention: State Treasurer  
3 Lansell Road  
TOORAK VIC 3142

or by email to [statetreasurer@cwaofvic.org.au](mailto:statetreasurer@cwaofvic.org.au)

8. Successful applicants will be notified in writing within thirteen (13) weeks of their application being received at Head Office.
9. If a grant is made to the applicant, but the student does not supply the evidence of satisfactory completion and payment of course fees within six months of notification that their application was successful, the grant may be withdrawn.

## Frequently Asked Questions

### a) Can I apply for more than one grant?

**Answer:** Yes, you can apply for all grants for which you are eligible as per the guidelines, but will be awarded only one grant, except that the student awarded the Diamond Jubilee Residential Grant is also eligible to receive a CWA Post-Secondary Grant or an AA Gibbs Post-Secondary Grant.

### b) Do I need to be a member of CWA of Victoria?

**Answer:** There are some grants that are only open to members. The Open Post-Secondary and Post Graduate Grants and the Central Highlands Ruby McCullough Scholarship in Section 1 (pages 3-4) are available to Victorian residents and CWA of Victoria members. Refer to the guidelines in each section.

### c) What if I can't obtain my current results?

**Answer:** Only fully completed applications will be considered.

### d) Is my educational grant taxable?

Any money received from The Country Women's Association of Victoria Educational Grants Fund is non-taxable income for the recipient.