



Circular 099:17

Date: 13th July 2017

Subject: Foundation North Trust Application Process 2017

Attention: Club Committee Members

Description: Outline of the Foundation North Application Process for 2017

Circulars are available at: <http://lifesaving.org.nz/lifesaving/lifesaving-operations-circulars/>

The provisional process and timelines for the allocation of the Foundation North Trust Allocation for 2017 is set out below:

Key Actions / Timelines:

STEP	KEY ACTIONS	DUE DATE
1	Club Equipment and Facility Audits undertaken.	7 th July
2	Audit Reports, SLSNR Recommendations & 2017 application forms provided to Clubs.	21 st July
3	Clubs make application to SLSNR for the Foundation North Trust Equipment Fund - identifying equipment requirements.	By 11th August
4	Lifesaving Advisory Group (LAG) review club applications and make recommendations to Lifesaving Manager (LSM) & Operations Committee (OC) for individual club allocations	By 16 th August
5	OC to present club allocations to Board for approval approved	17 th August Board Meeting
6	Clubs issued granted equipment allocation list	1st September

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7	Clubs have right of 'appeal' to SLSNR in relation to individual club allocation.	8 th September
8	Any amended allocations assessed and confirmed – Clubs in question advised	11 th September
9	Equipment ordered and distributed directly to Clubs from suppliers	September - October

Adam Wooler
Operations Manager

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