



EDRA Special Interest Subcommittees – (Associate Memberships of EDRA)

Purpose

From time to time, established or new Community Groups and individuals seek support from an incorporated association such as EDRA. This may be for a range of purposes including:

1. To apply for a grant that requires the applicant be auspiced by an Incorporated Association
2. To manage grant funds
3. To provide insurance. EDRA provide 20million public liability insurance
4. To support, auspice & cover insurance for Community Groups and individual's projects until they are established (this is for an agreed period between EDRA & Community Group/individuals)
5. For advocacy support
6. Special Interest Subcommittees are selected based on the activity or project remaining consistent with EDRA's strategic goals (see attached)
7. The Community Group/Individual is required to present their proposal, activity, or project at an EDRA General Committee Meeting for consideration. The EDRA Committee will review the proposal & advise the outcome & recommendations in writing
8. Approved EDRA Special Interest Subcommittees are classified as 'Associate Members' of the Eastern Dandenong Ranges Association under the model rules for an Incorporated Association set by Consumer Affairs. There is no fee to become an EDRA Special Interest Subcommittee.
9. EDRA Special Interest Sub-committees don't have voting rights, however, may have other rights as determined by the Committee or by resolution at a general meeting.

Roles & Responsibilities of EDRA Special Interest Sub-committees

1. An EDRA Special Interest Sub-committee is responsible/reports to the full EDRA Management Committee under a Memorandum of Understanding (MOU) outlining specific written guidelines, timeframes, duties & powers agreed to by both parties. The MOU must also detail clear goals and time limits on the life of the EDRA Special Interest Sub-committee, and any allocation of specific funds or other resources required to enable the EDRA Special Interest Sub-committee to do its job.
2. MOU's are required to be tabled and minuted at an EDRA Management Committee Meeting.
3. Special Interest Sub-committees should be small and manageable in size (up to 6 people max is recommended) and assigned specific roles to support their project.
4. One person from the approved EDRA Special Interest Sub-committee is to act as the convenor/lead to call meetings and coordinate the activities of the EDRA Special Interest Sub-committee.
5. The EDRA Special Interest Sub-committee is required to report on their projects activities monthly, either in person or by email. Reports are required on the 3rd Monday of each month for the duration of the project/activity. Email ask@edra.org.au
6. EDRA support to be acknowledged on all promotional print & online material, and verbally during official events.
7. Acknowledgements for EDRA initiated activities and projects must include the words "An Eastern Dandenong Ranges Association or An Eastern Dandenong Ranges Business & Tourism Association initiative together with our logo (if possible).
8. Acknowledgements for EDRA supported activities and projects must include the words "Supported by the Eastern Dandenong Ranges Association" or "Supported by the Eastern Dandenong Ranges Business & Tourism Association" together with our logo (if possible).
9. All articles produced by Special Interest Subcommittees that EDRA auspice and intended for print promotion by a third party, must be approved The EDRA Management Committee first.



EDRA is a 'not for profit' network of local and social enterprises on a shared journey towards an economic recovery and a sustainable future. Discover how our unique purpose bridges the gaps between business, tourism, community and government in our Hills Villages. Our strategic game plan encompasses these four pivotal directions to transform our 2020 vision into results by 2025.

We achieve this by getting plugged into our cross-sector entrepreneurial eco-system

Our point is to bring your enterprising IDEAS and stories to life.

