IMF Speakers Scholarship Fund (SSF)

Background

The Foundation's IMP Graduates are often being invited to be guest speaker at a range of corporate, community and educational events (schools, universities etc).

Historically, IMP representatives have attended these engagements in their own time, and in some instances during work time, for no remuneration.

The growing interest in the stories of IMP Graduates has ignited the opportunity for a scholarship fund be established, with funding being contributed from these speaking engagements.

The purpose of this document is to provide a framework of expectations from IMP speakers and corporations/organisations who request a speaker at their function.

What is SSF?

For many IMP runners, finishing the marathon is just the start of new challenges and experiences, including job opportunities, initiating events in their communities and undertaking further education and training studies.

To assist our Graduates with the ongoing financial costs of participating in these activities, the IMP Speakers Scholarship Fund has been established.

All funds received through speaking engagements will be contributed to this fund and help IMP provide additional opportunities and pathways for its Graduates.

Formal engagement

A formal Speakers Engagement Agreement Form can be found at the end of this document. The Form is to be signed by both the speaker and the organisation engaging the speaker.

The Form is to be returned to IMF prior to the event/function.

INDIGENOUS MARATHON FOUNDATION
SPEAKERS ENGAGEMENT CONTRACT

Details of the contract between your organisation and the Indigenous Marathon Foundation ABN 39 162 317 455 (IMP) is included in the information below and the relevant Terms and Conditions.

Contract information	
Agreement Number:	IMF_____
Speaker/Graduate:	
Client:	
Event/speaking engagement:	
Presentation type (ie: topic, AV requirements etc):	
Date:	
Time:	
Venue:	
Audience:	
Dress:	
Fees and expenses	
Nett fee:	
Production requirements:	Client to provide:
Travel & accommodation:	IMP to organise/Client to cover (circle which applies):
Client contact:	
Briefing:	
Additional information:	
IMP representative/contact:	Kellie O'Sullivan, Communication and Fundraising Manager: Ph: (02) 6162 4750 mail: kellie.o@imp.org.au

TERMS & CONDITIONS

1. A 50% deposit is required at least two weeks' prior to the event. The balance is to be paid at the conclusion of the speaker's presentation.

2. The speaker's fee is exclusive of travel, accommodation and meals.

3. The client will cover all travel and accommodation costs associated with the speaker's attendance at the event.

4. The organisation will arrange and pay for single room accommodation where required.

5. Provide speaker with any relevant meals during the event.

6. The speaker grants permission to the client to photocopy and distribute the presentation including handouts and any related materials during the presentation (video footage at the discretion of IMP).

7. All information, presentation, handouts and materials provided by the speaker is factually accurate and contains no unlawful matter. The speaker agrees that information is:
   - The speaker's own original work or,
   - Available for use without permission because they are in a public domain, or
   - When materials utilised in the presentation are not the speaker's own original work, they have been used with permission.

8. The speaker authorises the client to use his/her name, photograph and biographical data in connection with the use and promotion of any aspect of the presentation including rebroadcast on a 'virtual' basis.

9. If for any reason the speaker is delayed or cannot appear, the speaker will promptly notify the organisation to arrange a mutually agreeable change of date and/or a substitute speaker.

AUTHORISED SIGNATURES:

Speaker

Name: _____

Signature:_____

Date: _____

The Organisation

Name:_____

Signature_____

Position:_____

Date:_____