



FARM-011

ACA Sponsorship Policy

Associated Policies/Procedures:	Finance Audit and Risk Management Committee (FARMC) Charter Codes of Conduct GOV-001 Conflict of Interest Policy FARM-008 Gifts and Benefits Policy GOV-007 Whistleblower Policy
Associated Forms:	N/A

1. Introduction

The Australasian Corrosion Association (the Association) is a not-for-profit membership association which promotes corrosion prevention and control through training, information and advocacy. It is funded by membership fees, revenue from training activities, conferences and events, investment income, and grants. The Association relies on sponsorship contributions for a range of events, including branch events and conferences. Effective sponsorship policy enhances financial sustainability of the Association while achieving its charitable mission.

2. Purpose

The purpose of this policy is to ensure that the allocation of sponsorship opportunities of Association events is an open and transparent process, aligned with the Association's charitable mission and the Strategy approved by the Board.

3. Scope

The policy applies to all Directors, the EO, Committees, Employees, Contractors and Volunteers with delegated authorities.

4. Definitions

Term	Definition
Contractors	A person or entity engaged by the Association to perform work or provide services as a non-employee. It includes any employees of an independent contractor, including subcontractors.
Employee	A person hired under a contract of employment by the Association.
EO	Executive Officer
FARMC	Association's Finance, Audit and Risk Management Committee
Sponsorship	Sponsorship (by corporate members of the Association) refers to a formal arrangement in which a corporate member provides financial or in-kind support to an Association in exchange for specific benefits, such as increased visibility, brand promotion, networking opportunities, and alignment with the

	Association's mission or audience. Sponsorships provide mutual benefits to the Sponsor and the Association as a whole.
Volunteer	A Person who contributes their time and skill to support the Association without receiving financial compensation.

5. Policy statement

The Association strives to attract high quality sponsorship to help fund its key activities. The Association will aim to ensure that:

- All Sponsorship opportunities are aligned with the Association's Strategy.
- All Sponsorship partners are fit and proper persons whose values align with those of the Association and who comply with the Association's Code of Conduct.
- There is a clear and transparent procedure to offer Sponsorship opportunities to Association Members, aiming to maximise sponsorship value and benefits to the Association as a whole.
- The procedure is reviewed annually and communicated to the Members on the Association's website.
- There is a dispute resolution process in place for the matters associated with Sponsorship.

6. Sponsorship framework

6.1. Types of Sponsorship

The EO is authorised to develop the structure of Sponsorship opportunities. The EO is to maximise the value of the sponsorship balancing interests of the Sponsorship partners and Association as a whole across all its activities. The Board approves the Sponsorship structure as part of the annual budget approval.

The document describing the Association's Sponsorship proposal (prospectus) is to be released annually on the Association's website.

6.2. Approach to Sponsorship partners

The EO and/or its Delegate should approach the potential Sponsorship partners in the manner consistent with the Association's Code of Conduct, Conflict of Interest Policy, and Gifts and Benefits Policy. The list of the Sponsorship partners will be published on the Association's website and regularly updated.

6.3. Sponsorship dispute resolution procedure

Any queries related to the Sponsorship opportunities should be addressed to the EO. If a dispute cannot be resolved by the EO, it should be lodged with the Association Secretary secretary@corrosion.com.au, who will refer the matter to the Board. Association's GOV-007 *Whistleblower Policy* applies.



7. Accountabilities & responsibilities

- 7.1. Board:** The ACA Board is responsible for approving the Sponsorship Policy. The Board is responsible for ensuring that the Sponsorship Policy aligns with the Association's strategic objectives. The Board approves the Sponsorship structure as part of the annual budget approval.
- 7.2. Executive Officer (EO):** The EO is responsible for implementing the Sponsorship Policy across the Association. The CEO develops and presents the Sponsorship structure to the Board as part of annual budget approval.
- 7.3. Employees:** All employees have the responsibility to adhere to the Sponsorship Policy.

8. Policy review

FARMC will review the Sponsorship Policy at least every three years. Any changes to policy will require Board approval.

Version	Change details	Reviewed by	Date reviewed	Approved by	Approval date
1.0	Policy development	Operations Committee	14 June 2014		
1.1	Revised Policy			Board	8 December 2015
2.0	Rewrite of policy with new format	FARMC	20 May 2025	Board	28 May 2025