



**PAY IT FORWARD PROGRAM TERMS AND CONDITIONS
FOR ANNUAL MEMBERSHIP FEE SUPPORT FOR 2023-24 FINANCIAL YEAR**

- **In response to COVID-19 PHA (Vic & Tas) developed a Pay it Forward program for annual membership fee support in 2020. This program is continuing for the 2023-2024 financial year, with some changes, as outlined below.**
- Members may seek 25% support on their membership fees. This is a 25% reduction on the full fees for each membership level, following the Committee of Management's decision to return to full fees for this financial year, after two years of 25% fee reduction.
- All members (irrespective of membership level) whose family household income has been affected by the COVID - 19 pandemic may apply for support.
- The program is only to be used once per member per financial year to support payment of membership fees, subject to funds being available.
- Funds raised for this program will be administered by members of the Pay It Forward Sub Committee, in conjunction with the PHA (Vic & Tas) Treasurer.
- The program is to support the payment of membership fees only.
- **Applications must be lodged during the 2023-2024 financial year.**
- Approved Applications will have the nominated subsidy forwarded direct to the PHA (Vic & Tas) general account. Members will then be re-invoiced for the balance of their annual fees which are to be paid in the usual manner and timeframe.
- Payments will not be made direct to members.
- **Applications must be made on the specific application form.**
- Applications will be considered by Pay It Forward Sub Committee, which has 3 committee and 2 non-committee members.
- Applications will be anonymised by the Membership Secretary prior to consideration by the Pay It Forward Sub Committee, to ensure privacy of applicants.
- The Pay It Forward Sub Committee deliberations will be determined by majority vote.
- The Pay It Forward Sub Committee decision is final; no appeal lies beyond the decision.