

1) FUND DISTRIBUTION POLICY

Euroa Chamber of Business and Commerce Inc.
Strathbogie Ranges Bushfire Fund – Fund Distribution Policy

Policy owner: Committee of Management (Euroa Chamber of Business and Commerce Inc.)

Approved by: Committee of Management

Effective date: 18/01/2026

Review date: 18/01/2027

1. Purpose

The purpose of this policy is to provide oversight by the Euroa Chamber of Business and Commerce Inc. (the Chamber) for the distribution of the Strathbogie Ranges Bushfire Fund (the Fund), ensuring funds are distributed fairly, transparently, responsibly, and locally to support long-term recovery following the Longwood fire and surrounding fire activity.

2. Scope

This policy applies to:

- all funds raised through the Strathbogie Ranges Bushfire Fund, including online fundraising campaigns and direct donation.
- all Euroa Chamber of Business and Commerce Inc. committee members, volunteers, and any delegated Fund Distribution Panel members involved in assessing applications or approving payments.

3. Principles

Fund distribution will be guided by the following principles:

1. **Community-first:** funds are distributed to support local people, families and small businesses impacted by bushfire.
2. **Equity and fairness:** decisions consider individual circumstance and need, not visibility or profile.
3. **Respect and dignity:** application processes minimise burden and protect privacy.
Integrity and accountability: decisions are documented and capable of audit/review.
4. **Transparency:** the Chamber will provide clear reporting on how funds are distributed.
5. **Timeliness:** support is provided as quickly as reasonably possible where hardship exists.

6. **No personal benefit:** committee members and volunteers must manage real or perceived conflicts of interest and must not benefit improperly from the Fund.

4. Eligibility

Funding may be provided to **individuals, families, or small businesses** who:

- are located within the **Strathbogie Shire or surrounding areas**, and
- have been impacted by the Longwood fire or related fire activity, and complete an application form and provide reasonable evidence of eligibility and need.

5. Types of support

Support may include (but is not limited to):

- essential living expenses (food, utilities, school needs)
- replacement of everyday essentials (including clothing or school uniforms)
- temporary or ongoing accommodation support
- clean-up and recovery costs
- replacement of essential household/farm/business items
- other recovery support that assists stability over time.

6. Governance and oversight

The Chamber Committee of Management is responsible for overall oversight of the Fund, including:

- approving this policy and associated procedures
- appointing a Fund Distribution Panel (if applicable)
- ensuring appropriate financial controls and record keeping
- Managing conflicts of interest.