



**RAE CORPS POLICY STATEMENT**

**Head of Corps  
Royal Australian Engineers  
School of Military Engineering  
Steele Barracks  
Moorebank Avenue  
MOOREBANK NSW 2170**

**May 2008**

**STATEMENT NO 3 - RAE CORPS FUND**

**Issued by the Head of Corps Royal Australian Engineers for application within the Royal Australian Engineer Corps.**

*Original Signed*

**W.G. Budd, CSC  
Brigadier  
Head of Corps  
Royal Australian Engineers**

**DISTRIBUTION**

**RAE Corps List A**

### VERSION CONTROL DATA

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Sect	Topic	Changes

## RAE CORPS FUND

### References:

- A. RAE Corps Committee Constitution dated 08 May 08
- B. MPA Volume 3, Chapter 3

### Introduction

1. The RAE Corps Fund is maintained for the benefit and well being of the Corps in accordance with the policy contained in reference A. The RAE Corps Committee (RAECC) is responsible for the RAE Corps Fund (RAECF) with day-to-day management delegated to the Treasurer.

### Aim

2. The aim of this policy statement is to:
  - a. Define the use of the RAECF;
  - b. Provide guidance for those requesting support from the RAECF; and
  - c. Explain the system for voluntary payment of Corps Subscriptions.

### Purpose

3. The purpose of the RAECF is to provide funding for, but not limited to:
  - a. The research and publication of Corps History books;
  - b. The provision of grants and/or loans to organisations for the writing of RAE Unit histories, portrait paintings of significant RAE personnel;
  - c. Comfort packages for RAE personnel serving overseas;
  - d. Grants to RAE Corps sporting teams;
  - e. Purchase of wreaths for funerals and remembrance of serving members;
  - f. Production of certificates for 20 and 30 years service to the Corps;
  - g. Prizes for outstanding IET and RAE RMC graduates.
4. The RAECF will be managed on behalf of the RAECC by the RAECC Treasurer, IAW instructions contained in references A and B.
5. Applications for funding of Corps activities or projects are to be made to the Committee Treasurer for consideration by the RAECC at a meeting or, by the RAECC Executive Committee if funds are required urgently. The RAECF Loan/Grant Application Form is at Annex A. All applications are to be sent to the SO2 HOC for administration.
6. Corps Funds may be approved for expenditure by a majority vote of the RAECC at a meeting or, by the RAECC Executive Committee at other times. The Executive Committee is authorised to spend an amount not exceeding \$5000 per item to deal with 'out of session business, provided the expenditure is approved by a majority of the committee at an authorised Extraordinary Meeting.
7. The RAECC Treasurer is authorised to expend an amount not exceeding \$100 on any one item to meet RAECC postage, stationery and miscellaneous costs.

8. Corps funds will be managed centrally.

### **Corps Subscriptions**

9. All subscriptions to the RAECF are to be made on a voluntary basis.
10. RAE ARA subscriptions will be collected through the DEFPAY system by allotment.
11. RAE GRES subscriptions will be collected by the member's unit and forwarded to the Treasurer of the RAECF.
12. Ex-Service Associations will be encouraged to pay a subscription to the RAECF.
13. Individual ex-service members will be encouraged to join an ex-service association or they may pay a subscription directly to the Treasurer of the RAECF if they do not wish to join an association.
14. Subscriptions will be payable annually on the 1<sup>st</sup> of July (except in the case of ARA members that pay fortnightly through DEFPAY). The amount of subscription will be as follows:
  - a. ARA Officers – Sgt, \$2 per fortnight.
  - b. ARA CPL – SPR, \$1 per fortnight.
  - c. RAE ARES all ranks \$20 per annum.
  - d. RAE ex-service associations, \$25 per annum.
  - e. Individual RAE ex-service members who are not a member of an association \$10 per annum.

### **Conclusion**

15. It is important that the Corps maintains a Corps Fund that can support the activities outlined above, as there are insufficient funds available from other sources within Army to support these activities. The Corps Fund provides an avenue where all Sappers can contribute to the well being and Esprit de Corps of the RAE. Contributions are voluntary, but all Corps members are strongly encourage to contribute.

### **Annex:**

- A. Application for RAE Corps Fund Loan/Grant

### **Distribution List:**

RAE Corps List A

**ANNEX A TO  
RAE CORPS POLICY STATEMENT 3  
DATED MAY 2008**

To: SO2 HOC  
HQ SME  
Steele Barracks  
Moorebank Avenue  
MOOREBANK NSW 2170

From: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date: \_\_\_\_\_

**APPLICATION FOR RAE CORPS FUND LOAN/GRANT**

**Reference:**

A. RAE Policy Statement No 3 dated May 08

1. In accordance with the guidelines detailed in reference A, I/We\* hereby request a Loan/Grant\* from the RAE Corps Fund for the following purpose:

*Explain in detail the purpose of grant/loan and provide as much supporting documentation as possible.*

2. Additional funds have been requested from the following sources:

3. Personal contributions for the activity have been set at: \$: \_\_\_\_\_

4. A post activity report will be sent to SO2 HOC along with the return of any unused funds.

5. An article for The Australian Sapper Magazine will be provided with suitable photographs.

Signed: \_\_\_\_\_ Name: \_\_\_\_\_ Rank: \_\_\_\_\_

\_\_\_\_\_  
\* Delete as applicable.