



The New Zealand Police Leaders' Guild

Te Rōpū Tiaki o ngā Rangatira Pirihimana

LEADERSHIP DEVELOPMENT FUND

The Fund

The Police Leaders' Guild operates a fund (the fund) for the purpose of assisting members to develop as a leader in Police by undertaking studies or attending development opportunities.

The amount of money to be allocated to the fund for a given year will be approved at the Guild's annual conference. The conference will appoint a panel to consider applications and distribute the fund in a fair and reasonable manner throughout the year. One member of the panel will be nominated by the Police Managers' Guild Trust.

The management committee, from time to time, may also use the fund to purchase appropriately targeted development opportunities for members.

The Committee will report to Conference each year on the management of the fund.

Eligibility

To be eligible for a grant from the fund, applicants must be members of the Police Leaders' Guild. The term "Member" for the purpose of this clause excludes Life Members and Associate Members.

Qualifications Sought

The Guild may approve grants from the fund for members seeking tertiary qualifications in areas of study, or personal development programs, that in the view of the panel, will assist in the member's professional development as a leader in Police.

Applications:

Applications must be submitted to the Executive Officer using the approved form. The panel will meet in February and August each year and at other times as required. All applications will be considered at a panel meeting and will not be considered 'out-of-committee'.

Reimbursement of Funds

All reimbursements for applications granted will be made after passing any required examinations, or at the completion of any course or development program undertaken. Before payment is made the applicant must provide proof that they have attended and completed the course or development program. Where the course has an examination or pass criteria, the applicant must also provide proof of having passed.

Applications

Approved template must be used.

Each application is to be in writing, [normal correspondence or email] and is to include:

Details of each development course or paper studied;

The result of all examinations and grades or passes received;

Detailed copies of accounts for fees including (but not exclusively) course fees, student association fees, and receipts;

Details of any grants or refunds of fees sought or obtained from any other source, including Police, for that particular course of study/ development

The member will be expected to refund any grant received where the member leaves the guild within 3 years of any grant being paid

Agree to refund any grant received on failure to pass or complete the course of study or program

If the course involves a research component, such as the completion of a dissertation or thesis, then the member will be asked to present their findings to the Guild's Annual Conference on completion of the qualification.

Scale

The panel will endeavour to allocate the fund by way of refund of fees to allow a fair and reasonable distribution across the forecast number of applicants for the financial year (based on the rational outlined) ^{note 1}

Rationale

If the number of applications received exceeds the ability of the fund to make refunds the panel will proportion refunds of the available funds in line with the panel considerations below.

The maximum available to any member is to a maximum of 50% of the cost, up to \$1500, in any one year, for a maximum of 3 years.

The Guild requires members to make some contribution of their own to their education and will not refund the full balance of fees not made available from other sources.

Panel considerations

- Tenure with the Police Leaders' Guild could be a consideration in the quantum of any grant made by the Guild
- The relevance of the study to the member's current role or future roles with Police.
- The amount of any financial support provided through other sources.
- The number of previously successful applications (and the dollar value) granted will also be considered when there are an excess number of applicants.
- Consideration will also be given to the potential leadership benefits for both the Guild and Police of the course of study or development.
- In the event the Guild is unable to support the application at all, or in full, the Guild will explain its reasoning and fiscal constraints to the member, and work with the member to find other opportunities to support their development.

Note 1 The panel will consider grandparenting those applications lodged and courses that have been undertaken or applied for on the old formula prior to 13 September 2022