

## TERMS AND CONDITIONS FOR NETWORK MEMBERSHIP 2023 - 2024

### Each Member U3A undertakes to:

1. Nominate a Delegate who is the designated person to present motions, speak and vote on behalf of the U3A at meetings of the Members Council including the Annual General Meeting of the Network and at any other formally constituted meeting of the Network membership
2. Pay the annual Network membership fee by the specified date
3. Provide the minimum data set consisting of:
  - a. The names and contact details of current office bearers
  - b. The number of financial full members on a date specified
  - c. The gender / non-binary breakdown of the total financial membership
  - d. The age distribution of the total financial membership by a date specified by Network
  - e. And further, provide the data set of information to Network comprising items as determined above, or as varied from time to time, by a Members Council Meeting on the advice of Network
4. Advise Network of any change in the legal name
5. Display the standard U3A logo approved by Network, or a variation approved for a specified time by the Network
6. Acknowledge any funding provided through the Network to the Member U3A and identify the specific source of funding where required
7. Promote the U3A model locally to the extent of its capability
8. Review and develop processes and procedures to ensure the privacy and security of personal data relating to members
9. Appoint a regional representative to participate, where possible, in regional meetings of U3As
10. Seek to achieve standards of good governance

### **U3A Network Victoria undertakes to:**

1. Practice strong governance within U3A Network Victoria
2. Promote strong governance within Member U3As and support them in achieving it through provision of resources and training
3. Enable coverage to Member U3As in relation to:
  - a. Copyright coverage under the Statutory Education Licence
  - b. Appropriate VMIA insurance coverage for eligible U3A Members
4. Provide Member U3As with a non-editable copy of the U3A logo and instructions on use and application of the logo
5. Provide policy templates and practice guides for Member U3As and update them as the need arises
6. Actively share and promote initiatives of individual Member U3As
7. Provide information updates to U3As in the form of:
  - a. Monthly ebulletins – Network News
  - b. Updates to the Network website
  - c. Social media posts
8. Represent and advocate for the interests of the U3A movement with Victorian Government Departments
9. Seek to source a broad range of funding partners to support the growth and development of the U3A movement
10. Identify and negotiate community partnerships and report on those relationships
11. Market the U3A movement to the Victorian community to increase the demand for U3A membership
12. Commission research from time to time on the situation of the seniors' demographic and the outcomes delivered by Member U3As to the Victorian community
13. Manage grants to Member U3As for specific purposes in a timely manner
14. Assist the establishment of new U3As and promote the membership growth of existing Member U3As
15. Provide support to Member U3As for information technology, marketing, and education by way of assistance, programs and/or products as appropriate

16. In conjunction with the Network Council and Member U3As, develop plans, strategies and budgets for the U3A Network Victoria and the U3A movement
17. Participate in the national U3A movement through the U3A Alliance Australia.
18. Review and develop processes and procedures to ensure the privacy and security of personal data submitted by Member U3As