



GRASSLAND SOCIETY OF SOUTHERN AFRICA

AFFILIATED SATELLITE FUNCTION PROTOCOL

UPDATED 3 JUNE 2011

What is a Satellite Function?

A satellite function is an event, usually in the form of a congress, conference, farmers' day, workshop, or short course. Satellite functions have been held for many years in the GSSA, often in the form of Prestige Grazing Days. Satellite functions are valuable to the GSSA because they:

1. Further, directly or indirectly, the objectives of the Society:
 - a. Promote and advance the science and technology of rangeland and pasture production.
 - b. Create awareness and opportunities in southern Africa for range and pasture scientists, technologists and farmers to confer and exchange ideas.
 - c. Collect and disseminate knowledge and information in the field of rangeland science through congresses and publications.
 - d. Encourage liaison with other societies having similar or common interests both nationally and internationally.
 - e. Promote the equitable, efficient and sustainable use of natural resources.
2. Increase the visibility of the Society
3. Provide an opportunity for people to become members of the Society
4. May raise funds for the society

Who can hold a Satellite Function?

Any GSSA member in good standing can hold a satellite function. If the function is organised by a committee, the leader or chair of that committee must be a GSSA member.

Submission Process

The organiser of the function submits a description of the event to the GSSA Council, and the Council decides whether the GSSA should support the event. The contents of the description are outlined in the GSSA Satellite-Function Application Form.

Financial and Budgetary Issues

Although funds may be raised through satellite functions, this is not their principal aim. However, as agreed by the GSSA Council in 2008, if a 'profit' is made on such a day, then the GSSA should benefit. The proportion of the net income from a satellite function that the GSSA receives is proportional to the net income, as outlined under Financial Contributions to the Society (below). The GSSA does not receive the entire net income, because this may remove much of the initiative for people to run such events.

There are three options:

1. The GSSA finances the event. In this case, all net income goes to the GSSA. The risk of the venture lies with the GSSA. A budget for such a venture must accompany the proposal, and be accepted by both the Treasurer and the GSSA council. Receipts must be provided for all transactions, and a final financial report must be submitted to the GSSA.
2. The GSSA provides financial support for the initiation of the event. The GSSA provides start-up capital for the event, which is lent to the organiser at prime interest rate. This amount must be accepted by both the Treasurer and the GSSA council. The risk of the venture lies with the organiser. The GSSA receives a portion of the net income which will be at least that as outlined in the GSSA Satellite Function - Financial Contributions to the Society, or as agreed between the organiser and the GSSA. A budget for the event must be submitted to the Council.
3. The GSSA provides no financial support for the event. The risk of the event lies with the organiser. The GSSA receives a portion of the net income which will be at least that as determined by the GSSA Satellite Function - Financial Contributions to the Society, or as agreed between the organiser and the GSSA.

Administrative Issues

It will be a duty of the Administrator of the GSSA to provide limited support for Satellite Functions:

- Sending notices/ invitations, etc. to the GSSA emailing list
- Forwarding responses to the organiser of the satellite function
- Receiving payments from delegates and making electronic payments to suppliers

This is an additional function for the administrator, and remuneration will be according to the administrator's contract. Further administrative assistance (e.g. full function organisation) can be negotiated with the Administrator.

Financial Contributions to the Society

At the Strategic Planning Meeting of the Grassland Society of Southern Africa in 2008 it was agreed that a proportion of the Net Income derived from satellite GSSA-affiliated functions (e.g. Farmers' Days) should be donated to the GSSA. The proportion should be directly related to income (i.e. the higher the income, the higher the proportion), but this should increase at a decreasing rate, becoming asymptotic at some value.

The following formula is used to calculate the percentage of net income that should be given to the GSSA, assuming an asymptote of 40%.

$$y = 40(1 - \exp^{-0.00001x})$$

Where y is % net income to be given to the GSSA and x is net income (in Rands).

To calculate an actual value, double click the table below and enter the net income into the green cell.

Income (R)	45000.00
GSSA %	14.49
Contribution (R)	6522.69

e.g. For a net income of R37,942, the % value is 12.6297%, which equates to a contribution of R4,791.95.

The table to the right reflects examples for a range of net incomes, the % for the GSSA, and the actual value the GSSA receives.

Net Income	%Donation	DonationR
0	0.0	0
1,000	0.4	4
3,000	1.2	35
5,000	2.0	98
7,000	2.7	189
10,000	3.8	381
15,000	5.6	836
20,000	7.3	1,450
25,000	8.8	2,212
30,000	10.4	3,110
40,000	13.2	5,275
50,000	15.7	7,869
60,000	18.0	10,829
70,000	20.1	14,096
80,000	22.0	17,621
90,000	23.7	21,363
100,000	25.3	25,285
120,000	28.0	33,543
150,000	31.1	46,612
175,000	33.0	57,836
200,000	34.6	69,173
250,000	36.7	91,792
300,000	38.0	114,026
350,000	38.8	135,772
500,000	39.7	198,652

GSSA Satellite-Function Application Form

Name of function:

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Date from: _____ Date to _____ Number of days: _____

Organising committee plus contact details and organisation:

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Description of the function, including:

- Introduction and motivation
- Why will this function be of value to the GSSA?
- Who will be speaking/leading the event?
- Who is the target audience?

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Details of the venue(s):

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Estimated registration fees per person:

Cost for attending entire function	Cost for attending a single day
R _____	R _____
Does this include accommodation? <input type="checkbox"/>	Does this include accommodation? <input type="checkbox"/>

Financial options (mark with an X)

The GSSA funds and carries the risk of the function	All net income accrues to the GSSA. A detailed budget must accompany the application.
The GSSA provides start-up capital for the function. This is lent at prime interest rate, and is repaid to the GSSA after the event. Amount R _____	Net income is divided according to the GSSA Satellite Function - Financial Contributions to the Society. A detailed budget must accompany the application.
The GSSA has no financial involvement	Net income is divided according to the GSSA Satellite Function - Financial Contributions to the Society