VFBV | VOLUNTEER FIRE BRIGADES VICTORIA

Brigade/Group Annual Allowance Survey

Brigade/Group Name: _____

District: _____

Brigade Classification: 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ (If group - leave blank)

Preferred Questions

1. What is your current annual allowance? $ _____

2. Is your allowance sufficient to cover your annual expenses?

Yes ☐	No ☐

3. What do you believe would be a fair annual allowance for your Brigade/Group?

$300 ☐	$400 ☐	$500 ☐	$750 ☐	$1,000 ☐	$1,250 ☐
$2,000 ☐	$2,500 ☐	$3,000 ☐	$3,500 ☐	Other: $	

4. Does your District provide details on what your annual allowance does and does not cover?

Yes ☐	No ☐

5. Does your Brigade/Group prepare an Annual Budget?

Yes ☐	No ☐

6. When was your Brigade allowance last changed? _____

7. Did it go up or down and by how much? _____

8. Was your Brigade consulted before your annual allowance was changed?

Yes ☐	No ☐

_____

Detailed Questions (Optional)

All individual responses will remain confidential and will not be provided to CFA without the Brigade/Group's express permission. No individual responses or identifying data will be reported, with only aggregate data being used. Any data reported will be de-identified to protect your privacy.

Q: On average, how much does the Brigade/Group usually spend across the following categories?

*If the expense is paid directly by CFA (and not expected to be paid out of your annual Brigade/Group allowance) please **tick** the "Paid Directly by CFA" box next to that item.*

NB: If your Brigade already prepares a detailed annual budget, you can skip these questions and simply attach a copy of your annual budget if you prefer.

Expense	Average Annual Spend	Paid Directly by CFA
Communications		
Telephone: Landline – fixed (normally paid by CFA)		☐
Telephone: Mobiles & satellite		☐
Additional Radio(s)/Pager(s) bought by the Brigade		☐
Communications Equipment repairs and maintenance		☐
Internet access		☐
Brigade Computer(s)		☐
Brigade computer expenses (antivirus/office etc)		☐
Expense	**Average Annual Spend**	**Paid Directly by CFA**
Vehicles		
Vehicle Insurance (normally covered by CFA)		☐
Vehicle Maintenance and Repairs		☐
Vehicle Registration (normally paid by CFA)		☐
Trailer Maintenance and Repairs		☐
Property & Buildings		
Building maintenance and repairs		☐
Gas, electricity and water (normally paid directly by CFA)		☐
Garden/Grounds maintenance and repairs		☐

Equipment and Supplies		
Operational Equipment (not supplied by CFA)		☐
Equipment Servicing and Repairs (not serviced by CFA)		☐
Specialist Equipment (not supplied by CFA)		☐
First Aid Supplies (not supplied by CFA)		☐
Defibrillator Supplies and Maintenance		☐
Uniforms and Uniform Items (not supplied by CFA)		☐
Laundering (PPC and/or uniform items)		☐
Personal Protective Clothing (not supplied by CFA)		☐
Clothing repairs and maintenance		☐
Other		
Catering (Brigade meeting/training/fundraising activities)		☐
Catering (incident support – ration packs etc and where crews are not fed on the fire ground)		☐
Postage		☐
Printing and Stationery		☐
Printing Consumables and Maintenance (toner etc)		☐
Training		☐
Hall/Facility Hire		☐
Storage		☐
Competition Track maintenance		☐
Secretary Allowance		☐
Contractor Fees (not covered by CFA)		☐
Toiletries and Tea & Coffee Consumables		☐
Subscriptions and Membership Fees		☐
Newspaper Notices (Bereavement/Meeting Advertising)		☐
Bank Fees		☐
Fundraising Purchases		☐
Freight (not covered by CFA)		☐
Additional Items		

Please feel free to attach to your response any additional comment or concerns.

We would appreciate your response **no later than Monday 6th August**. You can either Post, email or fax your response to:

Mail: 9/24 Lakeside Drive, Burwood East VIC 3151
` Fax: (03) 9886 1618
Email: allowanceSurvey@vfbv.com.au