SIR JOHN MORRIS MEMORIAL TRUST FUND

Application Form For all Grants

(As at September 2024)

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| All Grant Applications |
| 1. **Personal details:**
 |
| Name of applicant |  |
| Address (home): |
| Contact No.: | Home or Mobile | (03) |
|  | Work | (03) |
| 1. **Employment details:**
 |
| Employment position held: |  |
| Name of Employer: |  |
| Employer’s address: |  |
| Supervisor’s name: |  |
| Contact No.: | (03) |
| 1. **Event or activity details:**
 |
| Name: |  |
| Dates: |  |
| Role (if any): |  |
| Application purpose:(Please attach copies of relevant documents for example: conference program, itinerary etc) |
| 1. **Other funding sources:**

Have you sought out other grant opportunities to help fund the event or activity? Yes No If yes, please provide details:  |
|  **5 Professional benefits anticipated:** (attach sheets detailing the benefits expected):1. To the applicant b) to the employer and c) to the profession
 |
| 1. [Statement of Supplier Form](https://www.ato.gov.au/uploadedFiles/Content/MEI/downloads/Statement%20by%20a%20supplier.pdf) must be completed and attached.
 |
|  **7 Evidence of support:**A statement of support for the application should be obtained from a supervisor, referee, or senior professional and attached |
|  **8 Estimated costs of proposed activity:** | $ |
| *DOCUMENTATION MUST BE PROVIDED* |  |
| 1. Please indicate amount/percentage being funded despite this application
 |  |
|  Source of funding stated in 8a. above |
| 1. Airfares (if applicable)

From: To:Cheapest fare:Amount claimed: |  |
| 1. Travel Allowances

Travel allowances are paid according to the current Tasmanian State Services Award: [T15121-No-2-of-2024-Tasmanian-State-Service-Award-S085.pdf (tic.tas.gov.au)](https://www.tic.tas.gov.au/__data/assets/pdf_file/0010/772417/T15121-No-2-of-2024-Tasmanian-State-Service-Award-S085.pdf) |  |  |
|

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Accommodation | At $ | for |  | nights | =$ |
| Breakfast | At $ | for |  | nights | =$ |
| Lunch | At $ | for |  | nights | =$ |
| Dinner | At $ | for |  | nights | =$ |
| Incidentals | At $ | for |  | nights | =$ |

 | Total Estimated Cost |  |
|  (Max. amount is deemed the Tasmanian State Sector Travel Allowance rate as published on the Department of Education website, this amount should exclude any meals covered within the conference costs. Quotes for accommodation less than this maximum amount can be provided as part of this applications) |  |
| 1. Registration Fee:
 |  |
| 1. Other Transport Costs (cannot exceed $100 without substantiation):
 |  |
| 1. Other (please specify):
 |  |
| Total Estimated Cost |  |
| Signature of applicant:I agree that the information provided in this Grant Application is true and correct.Date: |

Personal Information Protection Statement – Personal information is collected from you for the purpose of obtaining consent to publish photographs, audio or video footage to be used in printed or electronic Tasmanian government publications. Personal information is managed in accordance with the Personal Information Protection Act 2004. You may access your personal information by application to the business unit named above. You can obtain a copy of the department’s Personal Information Protection Policy at <http://www.education.tas.gov.au/dept/about/legislation/pip/policy>