

KAPCS 2006 Conference

Journeys in Learning Together to Create Change



Kimberley
And
Pilbara
Children's
Services

Travel Subsidy Form

Name of applicant: _____

Service name: _____

Postal address: _____

_____ Postcode: _____

Supporting Information

Distance travelled: _____

Number of people travelling together: _____

Not-for-profit Organisation: YES NO

Service type:

MACS LDC OSHC Vac Care Occ Care

FDC Mobile Creche Other: _____
(Please specify)

Details of Costs Incurred and Subsidy Applied For:

Travel Mode; Bus Car Air

Travel Costs: Travel Fares: \$ _____ Petrol Costs: \$ _____

Accommodation Type: Hotel Camp/caravan Other: _____
(Please specify)

Total Subsidy Applied for: \$ _____

Please make cheque payable to: _____

Any other supporting information:

Closing Date for Applications: July 2006

FORWARD YOUR APPLICATION TO: KAPCS Committee
PO Box 1411 Broome, WA 6725
Or fax to 08 9193 6475

Travel/Accommodation Subsidy Policy

1. In recognition of the costs incurred in travelling to and being accommodated at the Conference, the Committee will actively seek funding to reduce costs to participants, and ensure that this is used in an equitable manner to encourage participation.
2. Applications for subsidy should be made on the Travel/Accommodation Subsidy Form.
3. An Executive Sub-Committee will be formed, comprising of the Treasurer and two (2) other Committee members, to consider the applications and recommend allocation of the subsidies.
4. The Executive Sub-Committee will meet soon after the Conference, to make their determinations based on the principles of fairness and equity and in consideration of the special needs of isolated, remote indigenous services, and the limitations of the Budget.
5. The recommendations of the Executive Sub-Committee must be ratified at a properly convened Committee Meeting prior to distribution.
6. Participants who are experiencing financial hardship may apply for a travel/accommodation subsidy in advance on the Travel/Accommodation Subsidy in Advance Form. Application forms must reach the Committee at least 2 months prior to the Conference date. The Executive Committee will exercise their discretion in approving any application for financial assistance in advance of the Conference.

Office Use Only:

Application received on: _____

Application:

APPROVED

NOT APPROVED

Subsidy Allocation Approved: \$ _____

Date Approved: _____

Signed (Treasurer): _____

Date Acquitted: _____