

KAMLOOPS THOMPSON TEACHERS' ASSOCIATION

A LOCAL OF THE BRITISH COLUMBIA TEACHERS' FEDERATION

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(policy governing this fund are on the reverse)

FORM 'D' Group PD Initiatives Application for Funding

Group Contact: _____

Date: _____ Contact E-mail: _____

Phone: _____

Name of Conference/Program/Activity: _____

Location: _____ Date(s): _____

Minimum number of participants required to proceed: _____

Maximum number of participants _____

Projected Expenses:

Presenter Fees/Registration: \$ _____

Mode of Travel: _____ \$ _____

Accommodation: _____ \$ _____

Meals: (# of breakfasts @ \$14/lunches @ \$16/dinners @ \$26) \$ _____

Other: _____ \$ _____

Total Expenses \$ _____

Less amount granted from school PD fund (if applicable) \$ _____

Less other contributions (admin or district funding) \$ _____

Less participant fees being charged (if applicable) \$ _____

NET request: \$ _____

* You must request funding from your school PD funds prior to requesting Initiative funding.

** Please forward this form, along with any supplementary information (such as a conference brochure) which would be of assistance to the PD Committee in their decision.

Describe the nature of the Conference/Program/Activity:

9.D.02 PD Initiatives

9.D.02.1 That the PD Initiatives fund be separated into two categories:

- a) Individual Initiatives (individual PD development), and
- b) Other Initiatives (KTTA, school, group PD).
 - i) PD Initiatives sponsored by the KTTA
 - ii) School Initiatives that are guided by school PD policy (ie. bringing in a guest speaker, school based PD).
 - iii) group PD that is common to all members of that group.

9.D.02.2 That 15% of the annual budget be set aside for individual Initiatives, and that 5% be set aside for PD Initiatives such as the New Teachers' Conference and on-going, year round workshops. These initiatives are to be determined by the KTTA PD Committee.

9.D.02.3 That any request for funds from PD Initiatives be approved as received (to the KTTA) up to the maximum of available funds in that budget line.

- a) In order to provide more opportunities for more members, individual requests for funds from PD Initiatives will only be granted once every 3 years unless the PD Initiative fund is undersubscribed in any given year.
- b) That up to 100% of the amount of registration, in addition to related expenses up to a maximum of \$1000, may be paid to any active KTTA member to attend a conference, seminar, institute, etc., which will enable him/her to become a facilitator of workshops for other KTTA members.
- c) That, as a condition of receiving initial funding, the member shall agree to:
 - i) Allow his/her name to be published in a central registry of resource people for this local.
 - ii) Provide a description/summary of the workshop to be made available to members before expenses will be paid.
 - iii) Give a workshop within the district-wide/school inservice days within the year of having received funds; if that requirement is not fulfilled then the member will be ineligible for application to this fund for an additional year (4).
 - iv) Decline honoraria for providing workshops under this policy.
 - v) Submit to the PD committee an evaluation of each workshop given.
 - vi) If unable to meet these requirements the member will inform the PD committee.