

# **Professional Learning Grant Policy on application for funds for Professional Learning from CSTA**

*Reviewed: 10/04/2014*



## **Purpose:**

To financially assist CSTA members to attend professional learning opportunities

## **Rationale:**

Some members may find they are unable to attend events which offer beneficial professional learning opportunities without involving a financial burden.

A person so assisted would bring back information for the benefit of other members of CSTA and so would be expected to relay some of this information as appropriate.

Funding to be up to \$1000 per annum. The funds granted may only be put towards registration or travel costs. Grants will be payable on receipts provided by the applicant to the Treasurer.

## **Policy points**

Providing funds allow, in each year there will be two grant rounds. Deadlines for applications will be 31<sup>st</sup> March and 30<sup>th</sup> September.

The grants are to be used within a year of application.

An application form will be available for the grant from the CSTA website ([www.csta.school.nz](http://www.csta.school.nz))

A sub-committee will make the selection within 4 weeks of the closing date for applications.

- The criteria to be considered will include:
- the availability of professional development
- the funding from other sources
- the support from the applicant's institution
- the number of applicants from any one institution
- the ability and willingness to report back appropriately
- a letter of support from a more senior member of staff in the form of a written testimonial (or other information made available to the committee).

## **Eligibility:**

Applicants must be members of the CSTA and employed in the Primary or Secondary sectors of Education.

A presentation at a CSTA organised event must be made within 6 months of attending the conference the grant was made for .

## **Preferences**

Preference will be given to:

1. Applicants who have yet to receive a CSTA Professional Learning Grant.
2. Practising teachers.
3. Candidates able to demonstrate that a school is unable to financially support the applicant.

*CSTA Committee  
April 2014*