



# STUDENT ACTIVITY SUBSIDY REQUEST FORM 2024

The AFTV invites members to apply for funding to assist in promoting the learning of French in their school or region.

GOVERNMENT SCHOOLS MAY APPLY FOR FUNDING UP TO \$1,500

INDEPENDENT SCHOOLS MAY APPLY FOR FUNDING UP TO \$750

If you would like to apply for a subsidy through the AFTV, for a student activity you are planning for your French students in 2024, please submit the form below electronically and send it to [treasurer@aftv.vic.edu.au](mailto:treasurer@aftv.vic.edu.au). You will receive a response within 10 working days of receipt of application.

## PROVISIONAL APPROVAL / SUBMISSION OF RECEIPT

- If your subsidy is approved, you will receive an email informing you of the **'provisional approval'** of your funding request and the amount of funding you will receive.
- You may then send the receipt/s of expenses incurred.
- Once the receipt/s are received, you will be refunded the subsidy amount that has been approved by the AFTV Finance sub-committee.

**PLEASE NOTE** AFTV members who teach in metropolitan and non-metropolitan **government schools** can apply for funding from the AFTV to cover CRT and/or travel costs. Please complete Item 18 on the following page to apply for funding for CRT.

## PLEASE NOTE THE FOLLOWING IMPORTANT INFORMATION REGARDING YOUR APPLICATION

- ✓ To qualify for a subsidy you must be a 2024 AFTV member.
- ✓ Funds will be transferred upon confirmation of your 2024 membership.
- ✓ Priority will be given to activities which the AFTV committee feels will have the greatest learning benefits for the greatest number of students. AFTV members can claim subsidies for the Alliance Française French Film Festival, the Berthe Mouchette Competition, Melbourne French Theatre Company (MFT), NGV, SLV, or any **activities** or **events** that aim to promote the learning of French language and culture.
- ✓ You **may not** apply for a subsidy for any activities organised by the AFTV, as these are already subsidised.
- ✓ The AFTV aims to support activities which could not occur without the subsidy, as well as activities for country students who may not have access to the same range of French activities.
- ✓ Subsidies and grants cannot be used retrospectively.
- ✓ Schools that receive a subsidy understand that the details of the application will be:
  - Included in the annual AFTV Financial Report
  - Discussed at the AFTV AGM
  - Included in the AFTV report to DET



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1. Name of school(s) \_\_\_\_\_
2. Name of applicant \_\_\_\_\_
3. Contact phone (mobile if possible) \_\_\_\_\_
4. Email address \_\_\_\_\_
5. This is a government/ non-government/ metropolitan/ non-metropolitan school
6. This is an activity for primary students/secondary students/both
7. Which year levels will be involved? \_\_\_\_\_
8. What activity are you proposing and, what impact will this have on your students?  
\_\_\_\_\_  
\_\_\_\_\_

9. Do you have a proposed date for the event? \_\_\_\_\_
10. What is the link to the Victorian F-10 or VCE curricula?  
\_\_\_\_\_

11. How many students will participate? \_\_\_\_\_ How many staff will attend? \_\_\_\_\_
12. What costs will be incurred? Please itemise transport, venue hire, booking fees, if any as far as they can be determined. If unsure at this stage, please estimate.  
\_\_\_\_\_  
\_\_\_\_\_

13. What will each student pay to attend the activity (if any)? \_\_\_\_\_
14. What is the total amount you are requesting from the AFTV? \_\_\_\_\_
15. What funding, if any, do you have from other sources (apart from fees charged to students)?  
\_\_\_\_\_

16. Can you provide a teaching resource which could be published on the AFTV website?  
 yes     no

17. Please add any other additional information, which may be pertinent to this application.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

18. I am applying for funding to cover:

½ day CRT/1 full day CRT to attend the following AFTV activity \_\_\_\_\_

½ day CRT/1 full day CRT to attend a PL organised by \_\_\_\_\_

(Kindly attach relevant flier/proof of enrolment)

Travel costs to the amount of \$ \_\_\_\_\_ (receipts included)



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I understand that:

- I will need to supply the AFTV with supporting documentation, eg receipts, school notices or newsletter etc.
- I must use the following subsidy acknowledgement statement in any published, printed or online materials associated with the activity:

Name of the activity \_\_\_\_\_

Signature of Applicant \_\_\_\_\_

The following is to be completed by the school Principal/s or Professional Learning Coordinator/s:

School Name _____
In signing below I, _____ am endorsing _____ (Insert name of applicant)'s application for an AFTV subsidy
Signature _____ Date _____

Please email your completed form to [treasurer@aftv.vic.edu.au](mailto:treasurer@aftv.vic.edu.au). All applicants will be advised of the outcome of their application via email.

PLEASE NOTE: The AFTV Committee's decision is final. No correspondence will be entered into.

If this application is successful, the funds will be transferred electronically to the school's nominated bank account. Please provide banking details below:	
Name of Bank	_____
Name of Account	_____
BSB Number	_____
Account Number	_____
Bursar contact name	_____
Bursar's phone number	_____