



# TEACHER FUNDING REQUEST FORM 2023

## Collaboration and Innovation in French Language Teaching

The AFTV invites its members to apply for funding to assist in the development of initiatives and projects, which promote the teaching and/or the learning of French in their school or region. If you are applying for funding for a collaborative project/initiative please complete one form with the details of all teachers/schools involved. Please submit the form 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.

TEACHERS FROM GOVERNMENT SCHOOLS MAY APPLY FOR FUNDING UP TO \$1,000

TEACHERS FROM INDEPENDENT SCHOOLS MAY APPLY FOR FUNDING UP TO \$500

### 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.
- When you receive provisional approval of your subsidy request, you may then send the receipt/s of expenses incurred.
- On submission of the receipt/s, 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 to cover CRT and/or travel costs. Please complete no 12 on the following page.

Funding applications involving cooperation and collaboration across schools and French language programs will be considered favorably. Examples of possible projects to be shared through the AFTV website or at an AFTV PL:

- Development of themed projects/units by primary school groups/clusters/networks
- CLIL unit and authentic resource development
- Shared school incursions
- Creation of detailed study units/resources
- Production of an ICT resource
- Development of a collaborative primary to secondary language transition program

### PLEASE NOTE THE FOLLOWING IMPORTANT INFORMATION

- ✓ To qualify for this subsidy you must be a 2023 AFTV member.
  - ✓ Funds will be transferred upon confirmation of your 2023 AFTV membership.
  - ✓ Priority will be given to activities which the AFTV Committee feels will have the greatest learning benefits for the greatest number of students.
  - ✓ Subsidies and grants cannot be used retrospectively. They can only be used for proposed activities/events in the future, which could not take place without the subsidy.
  - ✓ Teachers who receive a subsidy understand that the details of the application will be:
    - Included in the AFTV financial report
    - Discussed at the AFTV AGM
    - Included in the AFTV report to DET
    - Placed on the AFTV website – [www.aftv.vic.edu.au](http://www.aftv.vic.edu.au)
- ... and that supporting documentation will be required, eg certificate of attainment or attendance, invoices etc.
- ✓ The AFTV's decision is final and no further correspondence will be entered into.



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1. Name of school(s)

\_\_\_\_\_

2. Name of applicant (s)

\_\_\_\_\_

3. Contact phone (mobile if possible) \_\_\_\_\_

4. Email address \_\_\_\_\_

5. This is a government/ non-government/ metropolitan/ non-metropolitan school.

6. What Professional Learning (PL) activity or program are you planning to attend?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

7. How will your students benefit directly from this PL or program?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

8. What costs will you incur? Please itemise transport/venue hire/booking fees, if any, as far as they can be determined.

\_\_\_\_\_  
\_\_\_\_\_

9. What is the total amount you are requesting from the AFTV? \_\_\_\_\_

10. What funding, if any, do you have from other sources?

\_\_\_\_\_  
\_\_\_\_\_

11. Can you provide a teaching resource/idea inspired by this activity, which could be published on the AFTV website, or shared at an AFTV PL?

If so, please email your resource to: [info@aftv.vic.edu.au](mailto:info@aftv.vic.edu.au).

☐ Yes

☐ No

12. 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 flyer/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, ie certificate of attainment/attendance, receipts 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 \_\_\_\_\_

*In order for the AFTV to process applications, please email your completed form to [treasurer@aftv.vic.edu.au](mailto:treasurer@aftv.vic.edu.au)  
All applicants will be advised of outcome via email.*

If this application is successful, the funds will be transferred electronically (EFT) 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/number \_\_\_\_\_

**The AFTV wishes to celebrate and share the collaboration and work created by its members**