



## **Bursary Policy and Application**

The ASLIA Bursary is a very limited financial resource available to ASLIA members who meet the selection criteria (see application form below). The purpose of the Bursary is exclusively for supporting the on-going education of practising sign language interpreters who reside in a state or territory that does not have a local branch. The amount awarded will be at the discretion of the ASLIA Board of Executives and will not exceed \$500.00 per individual.

This funding may be used to support the applicant's participation in professional development and/or on-going education. The following list provides examples of appropriate uses for the funding, but it is not an exhaustive list: accommodation, conference/workshop registration, travel expenses and purchase of necessary resources.

Each application will be considered on merit and the Board reserves the right to request additional supporting information from an individual who is applying for funding, if they deem it necessary. Completed application forms should be sent to [info@aslia.com.au](mailto:info@aslia.com.au)

## Rules

In making an application to receive the Bursary the applicant must:

1. be a fully paid financial member of ASLIA
2. have transitioned to the NAATI recertification system
3. have been a member for at least the three consecutive preceding years
4. intend to continue to be a member of ASLIA
5. not have received an ASLIA bursary or grant in the current financial year, and
6. as a practising interpreter provide the name of at least one current employer, or organisation that has contracted the applicant for interpreting services
7. accept that the Board's decision is final and no further correspondence will be entered into.

The successful applicant:

1. must provide proof of enrolment/registration for the intended professional development or course.
2. on expending the bursary funds, must return a financial report of expenditure including proof of purchase
3. can only use the funding for the agreed purpose outlined in the application. Funding cannot be extended to any another person/purpose
4. cannot reapply for ASLIA funding in the immediate subsequent financial year
5. must be willing to attend a short telephone or face-to-face interview with the Board if required
6. within six months\* of their return, the applicant must either give a presentation or workshop at state or national level, or write a long form article for the ASLIA e-news to share the knowledge and skills they have gained. This will ensure other ASLIA members will also benefit from the professional development opportunity

\*The date for the workshop/presentation must be negotiated and confirmed with ASLIA within three months after the applicant's return/completion of the professional development activity. The only

exception to the six-month time limit is if the applicant undertakes to deliver the workshop/presentation at the next ASLIA National Conference or an equivalent event, if it falls outside the six-month deadline.

7. must agree to return the full bursary amount to ASLIA if, due to unforeseen circumstances, either: a) the activity for which the funding is being requested cannot be completed by the applicant, or b) at the discretion of the Board



## Bursary Application

<b>Applicant Personal Details</b>			
Name:			
Address:			
			Post code:
Mobile phone number:			
Email address:			
NAATI Certification:		NAATI Number:	
Current employer(s) or organisation/s that have contracted you for interpreting services:			
Which state/territory do you reside in?			
Number of years of ASLIA membership?			
<b>Details of the conference/event/course you wish to attend</b>			
Conference/event/course title:			
Institution/organisation offering the conference/event/course:			
Address of institution/organisation offering the conference/event/course:			

Conference/event/course dates:	
Location of conference/event/course:	
<b>Alternate Funding and History</b>	
Have you applied for or received funding from an alternate source for this conference/event?	Yes      No
If <b>'yes'</b> who did you apply for the funding from, and if successful, how much has been received?	
If you are not successful in this Bursary application do you have the resources to cover the shortfall (i.e. pay the balance yourself)?	Yes      No
Have you received funding from ASLIA in the past?	Yes      No
If <b>'yes'</b> , please provide details, e.g.: event, year, amount received:	

**EXPENSES: (Complete information below and/or attach a copy of the registration form.)**

Travel:	\$
Meals:	\$
Accommodation:	\$
Registration	\$
Other: <i>(give details)</i>	\$
<b>TOTAL:</b>	<b>\$</b>
Funds requested from ASLIA:	\$

**PLEASE PROVIDE A WRITTEN EXPLANATION (MAX. 250 WORDS) AS TO WHY YOU THINK YOU SHOULD RECEIVE THIS FUNDING AND HOW YOU AND ASLIA WILL BENEFIT. (Please complete this in a separate document and attach with application.)**

**Agreement:**

(i)	I certify that the information provided in this application is accurate to the best of my knowledge.
(ii)	I agree to represent ASLIA in a professional manner and to uphold its ethical standards.
(iii)	I agree to abide by the conditions set down in this application.

Signature of applicant	Date
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**Please note:**

*Applications should, where possible, be received **at least 8 weeks** prior to the conference or event. This will allow the ASLIA Board to give due consideration to all applications and allow the applicant time to complete their registration, bookings and travel arrangements.*

**Please send completed application form to: [info@aslia.com.au](mailto:info@aslia.com.au)**

## Version History

<b>Version Date</b>	<b>Prepared by</b>	<b>Checked by</b>	<b>Approved by motion</b>	<b>Summary of updates</b>
V1.0				
V2 2012				
V3. 2013				
V4 2018	Danielle Ferndale	Kylie Scott Amy Blaylock	Approved	Template, language