

PROFESSIONAL DEVELOPMENT COMMITTEE FOR SUPPORT STAFF
APPLICATION FOR FUNDS

Name:	School:	Position:
Title of Course/Conference:		
Date of Course/Conference:		
Location:		

Are you currently on probation? ☐ Yes ☐ No (This must be "no" in order to receive consideration)

Have you already started the training you are seeking funds for? ☐ Yes ☐ No (This must be "no" in order to receive consideration)

Are you prepared to serve as a resource to others if asked? ☐ Yes ☐ No (This must be "yes" in order to receive consideration)

How much funding have you received in the last 3 years? _____ (This must be less than \$2,500)

Have you asked your principal for funding from the school's PD fund for this training? ☐ Yes ☐ No (This must be "yes" in order to receive consideration)

Principal's initials

How much funding did you receive from your school's PD fund for this training? _____ Please note: there is a requirement to ask your home location for funds first

Costs

Transportation	_____
Accommodation	_____
Registration Fee	_____
Per Diem as per Policy DKC	_____
(\$80/full day for out-of-province travel only)	_____
Less funding received from school	_____
Total amount of request payable to employee	_____
Plus: Estimated Sub Costs at \$100/day	_____

How will this training benefit:

a) The Division

b) Personal Growth of the Applicant

Applicant's Signature

Date

Principal's Signature

Date

*Note, you may request PD funding for training taking place outside of Winnipeg. Funding will be approved if similar training is not available in Winnipeg and you have completed two full years of service in the Division.