

PL CONFERENCE FUNDING APPLICATION FORM (2020-2021)

Read and follow the full PETL PL Conference Funding Guidelines (2020-2021) which outline how the funding works, eligibility, amounts, deadlines, and application procedures.

All conditions must be met in order for funds to be approved.

Current guidelines are accessible in the Member Secure Area of the www.etfopeel.com website.

FORWARD ALL APPLICATIONS AND RECEIPTS TO:

Secretary-Treasurer

via email: treasurer@etfopeel.com
 via Fax: 905-564-7236
 via Board Courier: **Peel Elementary Teachers' Local, The Educators' Centre**
 (or post to 6435 Edwards Blvd., Units 5&6, Mississauga, ON L5T 2P7)

For inquiries, please contact the Secretary-Treasurer:

by Phone: 905-564-7233
 via email: treasurer@etfopeel.com

▶ Name:	▶ School or Work Location:	▶ Superintendent:	▶ Date of Application:
▶ Date of Activity: <small>(e.g., May 21, 2021) to (e.g., May 22, 2021)</small>	▶ Name of Activity / Conference:		▶ Location of Activity:
▶ CONFERENCE FUNDS REQUEST <small>(Please apply for FULL anticipated costs)</small>			
Office Use Only - Office Use Only - Office Use Only			
<input type="checkbox"/> FUNDS APPROVED		<input type="checkbox"/> Funds Held	
Registration: \$ _____		Registration: \$ _____	
Transportation:		Transportation:	
Transit \$ _____		Transit \$ _____	
Parking \$ _____		Parking \$ _____	
Mileage (actual / driver only) \$ _____		Mileage \$ _____	
_____ km x 0.52 = \$ _____		_____ km x 0.52 = \$ _____	
Accommodation: \$ _____		Accommodation: \$ _____	
Meals: \$ _____		Meals: \$ _____	
\$40 MAXIMUM PER DAY		\$40 MAXIMUM PER DAY	
Total Requested \$ _____		Total to Reimburse \$ _____	
▶ OCCASIONAL TEACHER REQUEST		OT days approved	
From _____ To _____		_____ days @ \$260.00 = \$ _____	
<small>(e.g., May 21, 2021) to (e.g., May 22, 2021)</small>		OT days to be paid to the PDSB	
Number of days (circle one) 0 / 1* / 2*		_____ days @ \$260.00 = \$ _____	
<small>*Portion of full day required for each release day (circle one): 1.0 / 0.5 / other _____</small>		Date Approved: _____	
Date Approved: _____		Signature of Secretary-Treasurer: _____	
Signature of Secretary-Treasurer: _____		Signature of Secretary-Treasurer: _____	
X		X	

(Applicant - please check ✓) **I HAVE READ the PL Conference Funding Guidelines (2020-2021)**

▶ Signature of Member: X **▶ *Signature of Principal/Supervisor:** X ****Signature of Associate Director:** _____

The following sections to be completed by Secretary-Treasurer or Designate.

<input type="checkbox"/> FUNDS DENIED	Signature of Secretary-Treasurer	Date
<small>Incomplete – Late – Funds Exhausted - Previous PL Funding - Other</small>		
Paid to Member \$ _____	OT Days \$ _____	OT Days \$ _____
Cheque Number _____	Invoice # _____	Invoice # _____
Allocation <u>Prof. Devel.: Conf. Funding</u>	Cheque Number _____	Cheque Number _____
Date Issued _____	Allocation <u>Prof. Devel.: Conf. Funding</u>	Allocation <u>Prof. Devel.: Conf. Funding</u>
Treasurer's Signature _____	Date Issued _____	Date Issued _____
	Treasurer's Signature _____	Treasurer's Signature _____

***Member & Principal Signature required when emailing application, please scan and send as a pdf**
**** Travel outside of Canada requires approval by the Associate Director. See Guidelines for procedures.**