

South Shore Regional School Board



Application for SEIU Professional Development Grant: Article 17.01

Grant Approval Guidelines

- 1) Applications will be considered if received prior to March 31.
- 2) The Labour Management Committee has agreed that sums of up to \$200 will be paid up front, with the remainder prorated at March 31, divided among the total applications received, up to the balance remaining in the professional development fund.
- 3) Cheques will be made payable to the employee unless otherwise requested in the form.
- 4) Applications, using this form should be directed to:

Stacey Soares, Manager of Human Resources

South Shore Regional School Board

130 North Park Street

Bridgewater, NS B4V 4G9

Fax: 902-541-3012

e-mail: ssoares@ssrsb.ca

Name _____

Home Address: _____

School _____

Classification _____

Please provide details of the proposed course, conference or seminar including course description, location, dates and the name of the training organization. **Attach brochure / course description please.**

Breakdown of proposed expenses:

1) Registration/Tuition _____

2) Texts _____

3) Other (Travel, Meals) _____

Supervisor or Principal's Support:

I have reviewed this grant application and confirm that this course/seminar/conference is directly related to this employee's job responsibilities. I support this application.

Supervisor/Principal's Signature

Employee's Signature