



2019 LSA State Conference Regional Grant Application

Conditions of grant application

1. School must be located within NSW, but further than 300km from the conference venue.
2. Applications close 5pm Friday 22 February 2019. Late applications will not be accepted.
3. Applications will not be considered if 2019 membership has not been paid.
4. Preference will be given to schools that have not applied before and/or are sending a teacher new to Legal Studies.
5. The maximum grant allocated per school will be \$1000.
6. Receipt of application will be confirmed by email.
7. You will be advised of the outcome of your application by 1 March 2019.
8. Grant will be paid after the Conference.

In the case of a successful application

1. It is **not** the responsibility of LSA to make accommodation or transport bookings
2. You must complete and return the acceptance of grant form to LSA by email by 8 March 2019. If we do not hear from you by then, the grant will be cancelled and offered to another school.
3. You must still complete a Conference registration form and return to the LSA Office urgently.
4. Have your Office invoice LSA for the total amount approved.
5. If your school has determined that the teacher must pay the expenses themselves (Conference registration, accommodation or transport costs) then we will require receipts.
6. If the applicant has to cancel their conference registration, **for any reason**, the grant will be cancelled. The applicant will advise LSA immediately in this case, so that the grant can be offered to another school.
7. If the applicant is a “no show” at the Conference, the grant will be considered void and will not be paid.