

NZOA STUDENT CONGRESS ATTENDANCE GRANTS

CRITERIA

1. **AGE** – Applicant must be 25 years or under on the last day of Congress.
2. **TUITION** – Applicant must be receiving regular tuition from a recognised organ teacher.
3. **EMPLOYMENT** – Applicant must not be in full-time employment.
4. **MEMBERSHIP** – Applicant must be a student or full member of a regional association of the New Zealand Organ Association Inc. (hereafter referred to as NZOA).
5. **ELIGIBLE COSTS** – NZOA will make grants to cover eligible costs of a Student's attendance at a Congress held in New Zealand, subject to sufficient funds being available for this purpose, including travel costs where Congress is held other than in the centre where the student lives. Eligible costs are:
 - the full Student Congress Registration Fee (excluding any late payment penalty)
 - if travel of more than 300 km is required, a return off-peak economy fare on the cheapest available airline booked at least one month in advance (including bag and travel insurance)
 - if travel of less than 300 km is required, either a return economy bus fare booked at least one month in advance for off-peak travel, or a grant to cover petrol costs
 - only if required and if billeted accommodation is not available, room only costs in economy accommodation (up to a maximum of \$300, or higher limit by agreement if required)
 - if travel is required, an incidental expense allowance of \$100.

If NZOA does not have sufficient funds available, a grant may be offered to fund part of the eligible costs, after consultation with the applicant.

6. **PARTICIPATION** – Students receiving a Congress Grant will be expected to participate fully in the activities of the Congress.

APPLICATION AND GRANT PROCESS

Students seeking a Congress Attendance Grant should scan and Email, or post, the attached application form to the Secretary (contact details above), requesting approval of their eligibility to receive a Grant, to be received by **Sunday 21 April**, six weeks before the start of Congress, before incurring any costs which they hope may be eligible for a grant. All funding decisions are at the sole discretion of the NZOA Council. Once the funding request has been received, reviewed and approved, a grant will be made of 90% of the estimated eligible costs. The balance of actual eligible costs will be paid in the week after Congress upon production of copies of actual expenditure invoices (excluding the \$100 incidental expenses allowance).

NZOA STUDENT CONGRESS ATTENDANCE GRANT APPLICATION FORM

Applicant's details

Name..... Date of birth.....

Address.....

.....

..... Postcode.....

Phone(s).....

Email.....

Bank account [_ _] [_ _ _] [_ _ _ _ _] [_ _]

Organ Teacher's details

Name.....

Qualifications.....

Phone ().....

Email.....

Estimated Congress Attendance Expenses

Student registration fee.....\$.....

Airfare / Coach / Train / Petrol (attach supporting documentation or calculation).....\$.....

Accommodation allowance (if no billeted accommodation is offered or available).....\$.....

Incidental travel expenses.....\$.....

Total eligible expenses (subject to confirmation of eligibility & availability of funds)....\$.....

Declaration by Applicant

*I declare that I am a member of the.....Organ Association,
I will attend Congress or promptly refund all grant funding received by me, and I will actively
participate in the Congress.*

Option:

*I intend to take part in any Performance Awards [] and / or Masterclass [] (if applicable).
(NOTE: There are separate application forms for these activities. Download them from www.nzoa.org)*

Signature:

Applicant's signature..... Date.....