****

**Travel Assistance Fund Application Form**

***Application deadline:* 29 February 2020, 5pm AEST.**

Please read the guidelines before completing the application form. Please answer all the questions or your application won’t be considered.

***Applicant details:***

* Name: Click here to enter text.
* Email Address: Click here to enter text.
* Institution/Employer: Click here to enter text.
* Position at institution/organisation: Click here to enter text.
* Usual place of residence: Click here to enter text.
* Place you will be travelling from (if different to above, and reason why this is different): Click here to enter text.
* Planned role at forum – (speaker/panel member/poster presenter/delegate): Click here to enter text.
* Have you submitted an Abstract? (Abstract submitters will have priority consideration): Click here to enter text.
* Abstract Title: Click here to enter text.

***Budget:***

***Please provide costs in AUD***

* Estimated cost of:
	+ Travel: $Click here to enter text.
	+ Accommodation: $Click here to enter text.
	+ Other costs: $Click here to enter text.
	+ Total costs: $Click here to enter text.
* Funding to be contributed from other sources: $Click here to enter text.
* **Amount of assistance requested $** **Click here to enter text.**

***Supporting Information:***

* In **100 words or less**, please explain how your work and service has contributed to understanding of the sub-Antarctic

* In **100 words or less**, please explain the expected benefits of attending the Forum.

* In **100 words or less**, explain why you, your organisation or your university is unable, or has limited ability, to cover the travel costs of attending the 4th International sub-Antarctic Forum.

Please submit your application online **via email to:** **info@subAntarcticForum.tas.gov.au** **by 5 pm, 29 February 2020 AEST.**

**Checklist**

**Have you:**

[ ]  **ensured your application fits the guidelines?**

[ ]  **completed all sections including the supporting information?**

[ ]  **provided an accurate budget?**

[ ]  **taken a copy of your application for your records?**

[ ]  **ensured that your application is submitted by 5 pm, 29 February 2020, AEST?**