

6. Recommendation

(a) A statement of support for the application should be obtained from a supervisor, referee, or senior professional, and attached.

(b) In the case of applications for a travelling scholarship a supporting statement from the CEO or equivalent of the applicant's employing organisation detailing benefits to the organisation must be provided.

(c) [Statement By a Supplier Form](#) should be completed and attached.

7. Estimated costs of proposed activity:	\$
If applicants are intending to seek additional funding from other sources please state from where and the amount sought.	
Fares (at economy rate **) from:	
to: _____ and return: _____	
Accommodation allowances (includes meals):	
at: _____ for _____ nights	
<small>(accommodation allowances are provided at Tasmanian State Service per diem rates as at Dec 2008 – Refer page 3 for list of allowances).</small>	
Registration fees - where two fee levels exist, only reduced membership level applies:	
Other transport costs (set at \$100 maximum unless otherwise substantiated):	
Other (please specify):	
Total Estimated Cost*:	

* Applicants for travelling scholarships only - if the total estimated cost of your trip is greater than the amount of the scholarship, please acknowledge this in your application and add a clause stating "If the grant awarded for the proposed study trip does not cover the actual costs, I am prepared to arrange for funds separate to the Trust funds to be made available".

** Applicants are encouraged to seek the most economic airfare possible.

I. Signature of applicant: 	Date of application: ____ / ____ / ____
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APPLICANTS FOR TRAVELLING SCHOLARSHIPS ONLY

Please attach information with regard to the following:

- 9. Proposed itinerary with arrival and departure dates from each site.**
- 10. Details of objectives and expected outcomes of each program, where a number of sites/locations are to be visited.**
- 11. Specific program at each site, including unique features of each and contact personnel responsible for professional program and practical arrangements.**

12. Curriculum vitae outlining educational qualifications, work experience, training and conferences attended, and any other background information considered relevant to the application.

Accommodation Allowances:

Tasmania	\$218.30 per night
Melbourne	\$263.30 per night
Canberra	\$234.30 per night
Sydney	\$284.30 per night
Brisbane	\$299.30 per night
Adelaide	\$246.30 per night
Darwin	\$260.30 per night
Perth	\$249.30 per night

Please direct queries to:

The Secretary
State Library and Archives Trust
State Library of Tasmania
91 Murray Street
HOBART TAS 7000

Tel: (03) 6233 7742

Fax: (03) 6231 0927

Email: raymond.sakaris@education.tas.gov.au

Personal Information Protection Statement

Personal information will be collected from you for the purpose of administering the Sir John Morris Memorial Trust fund and will be used by the State Library and Archives Trust for assessing your application and responding to you with their decision. The information may be also used for statistical or reporting purposes.

The State Library may be unable to process your application if you do not provide this information.

Your personal information will be used for the primary purpose for which it is collected and will be managed in accordance with the *Personal Information Protection Act 2004*. It may be accessed by the individual to whom it relates on request to the State Library and Archives Trust. You may be charged a fee for this service.

You can obtain a copy of the department's Personal Information Protection Policy on request to the State Library of Tasmania or on <http://www.education.tas.gov.au/deis/policies/pip/pippolicy.htm>.