

CHILLIWACK TEACHERS' ASSOCIATION

INTERNATIONAL CONFERENCE PROFESSIONAL DEVELOPMENT FUND (ICPDF)

APPLICATION FORM

Application Date: _____

Name: _____

School: _____

Grade/Subject Area: _____

Conference Title: _____

Location: _____

Date of Conference: _____

EXPENSES	REQUESTED COSTS	ACTUAL COSTS	APPROVED COSTS
Conference Registration Fee			
TTOC Cost			
Accommodation Cost			
Transportation Cost			
Meals (per current ProD policy)			
LSA/PSA Membership (if applicable)			
Other - <i>specify</i>			
Total			
50% Advance Paid			
Difference Paid			
A "Request for ProD Funds" form must be filled out for final reimbursement			For CTA Office use only

Teacher Signature: _____

CTA ProD Chair Signature: _____

(CTA ProD Chair to sign upon approval of application)

*ProD funds may be considered taxable benefits (Revenue Canada) if the activity that monies are applied to has more personal than professional benefit. CTA ProD funds will not be approved for such activities.

