



SHIRE BURSARY POLICY

Final <input checked="" type="checkbox"/>		Classification:	Administration
Policy No:	8	Policy Section	Corporate Services
Date Adopted:	19 th August 2015	Resolution Number:	2015.08.18
Responsible Officer:	Manager Corporate Services	Review Date:	August 2016

1. POLICY INTENT

The purpose of this Policy is to provide the opportunity and encourage residents within the Barcoo Shire to undertake training or study, which may have previously seemed unattainable.

2. SCOPE

Barcoo Shire Council is committed to providing educational opportunities for residents within the local region. The program is about enhancing opportunities for residents and ultimately improving the quality of life for all in the Queensland Outback.

3. BACKGROUND/SUPPORTING DOCUMENTATION

The Bursary program is an initiative of the Barcoo Shire Council. This program promotes the potential of our shire residents, by giving them a unique opportunity to further their education and skills.

The program is open to residents of all ages and may be used for study or training in any chosen field. To be eligible for this Bursary Program you must:

- Be a resident of the Barcoo Shire
- Not be a past recipient of a Barcoo Shire Bursar
- Apply as an individual (in exceptional circumstances, consideration may be given to joint applications).
- Not be a current employee of Barcoo Shire Council. (Family members eligible to apply).

Applications for a Bursary will be evaluated on the basis of:

- Potential of the applicant's training or study to benefit the Shire and/or regional community.
- Personal ability of the applicant to complete the training or study and excel in their chosen field.
- Likelihood of the applicant being able to complete the training or study without Barcoo Shire Bursary assistance.

Each applicant needs to specify the length of the course when applying for the Bursary. Recipients need to notify Council in writing of any changes which may occur during the course (eg deferments of study including the reasons and all associated authorized documentation).

The claim for the Bursary needs to be forwarded to Council prior to December 31 each year. On receiving the successful transcripts and the invoice / receipt for the course during the same calendar year, Council will reimburse the approved annual Bursary amount.

Council will also require the report of the recipient's achievements and a graduation photograph.

4. POLICY STATEMENT

- Council will provide a bursary to eligible residents undertaking training or study; to assist in tuition fees or other costs incidental to the relevant course of study (eg HECS fees, textbooks).
- A bursary of \$3,000 per year for a Tertiary qualification may be awarded.
- A bursary of \$2,000 per year for a Trade qualification may be awarded.
- Bursary will be limited to one degree only.
- The total value is to be spread over the duration of the course – up to 5 years.
- The value of the Bursary will be reviewed annually and provided for within the annual budget and the recipients are to be advised.
- Bursaries will be evaluated and awarded at the discretion of Council within the set budget limits.
- All applicants must complete all the information requested in the Application Form.
- Payment will be authorised and paid each semester upon production of satisfactory results

5. DEFINITIONS

Bursary

A non-repayable monetary award based on specific eligibility criteria and financial need.

6. RELATED POLICIES/LEGISLATION/DOCUMENTATION

- Community Grants Policy
- Barcoo Shire Council Bursary Program – General Information
- Application Form and Guideline
- Generic Letter to recipients
- Collation of Points Raised by Councilors

7. REVIEW

This policy is to be reviewed at next Budget meeting.