

## Regional Training Bursary

The Regional Training Bursary was introduced in 2004, under the chairmanship of Tony Ennis, to encourage regions to hold training events in their area for the benefit of members of the Association.

The bursary is part of the Associations strategy to support and encourage training within each region up to a maximum of €2,000 per annum. This may only be used for training purposes which are subsidised and exclusive to riding club members only.

Training events such as the following have been subsidised under the scheme:

- Clinics with specialist trainers such as international riders.
- Educational seminars covering a wide range of topics such as horse welfare.
- Group lessons.

Training competitions are not covered by this bursary.

### Event Application

Regional Secretary's may apply, to National Office for this bursary, using the application form (F34/11) for each training event they wish to be considered under the scheme, for prior approval. Applications close on 31<sup>st</sup> March each year.

Once the training committee has approved the application the bursary will be paid out after the event, subject to a maximum amount subject to the following conditions:

- The event is advertised as being subsidised by the A.I.R.C. Regional Training Bursary on all materials
- The events must be notified and published on [www.airc.ie](http://www.airc.ie). Schedules and other literature must also be forwarded to National Office for inclusion.
- Each participant must complete the training evaluation form (F15/11) on the day of the event and this must be returned to National Office.
- Approved training events should take place no later than 30<sup>th</sup> September each year.

Regions should allow up to 10 working days for an application to be considered.

### Expenses Application

Regional Secretary's may apply to National Office for reimbursement, for approved training events, each year by submitting the training bursary expenses application form (F35/12) to arrive no later than 8<sup>th</sup> October each year. Receipts must be enclosed as unreceipted items will not be refunded.

Costs covered under the scheme include venue hire, trainer fees and training materials. No other costs are covered under this scheme including refreshments. If you are in doubt of a cost, please discuss the matter with National Office before the event is due to take place.

Late applications will automatically rollover to the following year's allocation if your region fails to submit receipts before the deadline.