



Sponsorship of Clarence School Visits to Akkeshi

Policy and Framework

PURPOSE

Council wishes to enhance its community ties with its sister city Akkeshi, Japan by establishing an on-going sponsorship program of Clarence schools by assisting school students to participate in cultural exchanges with Akkeshi.

This policy provides:

- A framework for the promotion of the sponsorship grant to Clarence Schools.
- Guidelines for determining the eligibility of school requests for the sponsorship grant.
- The provision of sponsorship for return domestic airfares within Japan en-route to Akkeshi.

OBJECTIVES

In implementing this policy Council will use the eligibility process and objectives set out below as the basis for the equitable distribution of sponsorship to Clarence schools:

- Consolidate Clarence's relationship with its sister city of Akkeshi.
- Improve community ties and enhance community understanding by participation of both cities.
- The integration of Clarence schools with any current Council sister city projects.
- Develop a basis for a continuing cultural exchange between the Clarence and Akkeshi school communities.
- Encourage the continued development of sister schools.
- Promotion of the sister city relationship, including sponsorship opportunities.
- Development of home stays, guided tours and relevant events both in Clarence and Akkeshi.

POLICY DETAILS

Schools interested in applying for a sponsorship grant must meet the following requirements. They must also follow the application process within the specified timeframes:

Eligibility

- Sponsorship is for a school group and must consist of 2 or more students.
- The applicant school which is organising the proposed visit to Akkeshi must be located in the City of Clarence to be eligible.
- Commitment to visit Akkeshi.
- All school students who reside in Clarence will have access to this sponsorship opportunity. Where a student who resides in Clarence attends a school outside of Clarence, that student may be eligible for assistance provided they form part of a Clarence based school's sponsored visit to Akkeshi.
- Teachers and/or Guardians accompanying students will not be considered for sponsorship.
- A school previously in receipt of a grant under this policy must wait a period of three years between grants, unless no other eligible requests are made in that year.

Requests

- Requests for the grant must be made by the school to the Council.
- Applications for grant funds will be open from 15 February until 30 April each year.
- Applications will be assessed and Schools notified by 30 May the same year.
- Requests must be made in writing to the General Manager of Clarence City Council.
- Requests will be assessed by Council based on the schools commitment to the principles and objectives outlined in this policy, and their eligibility.

Consideration of Requests

- That the sponsorship required falls within Council's budget allocation for that year, together with any unexpended funds specifically allocated for this purpose from previous years. (N.B Council will need to authorise the rollover of any funds as part of its annual plan and budget deliberations each year.)
- In the event that multiple schools make eligible requests sponsorship funds will be divided proportionately between schools to ensure equitable distribution of funds is made.

For example; 2 schools make requests which are considered eligible. The first school has nominated a group of 40, the second school 10. If the allocated funds were \$10,000, then the calculation would be $\$10,000 \div 50$ (total number of students) = a grant of \$200per student.

Conditions of Approval

Schools in receipt of a grant will be required to undertake the following:

- Prepare a report to Council following their visit. This report should include: details of their experiences; details of the relationships they have developed during the visit to Akkeshi; and how the school intends to build on these experiences for the benefit of the school and wider Clarence community.
- Preparation of reciprocal hospitality, home stays, guided tours and cultural education for Akkeshi students.
- Schools must undertake a promotional program in order to provide their school community with an understanding of the benefits and experiences of exchanges to Akkeshi.
- Presentation to Council of airline tickets for auditing purposes, prior to payment being finalised.

Promotion of Sponsorship Grants

Council will promote the sponsorship program by:

- Directly corresponding with schools including discussions with relevant key teaching staff;
- Advertising the availability of the grants in appropriate print media;
- Liaising with the State Education Department regarding use of web sites and other relevant newsletters/journals etc.