

Walking School Bus

Discretionary Fund Application Form

Funding is available from Auckland Transport to assist Walking School Buses.

Each school is eligible for a grant of \$50 - \$300 per Walking School Bus (WSB) route.

Larger buses may be eligible for more than smaller buses.

The grant money can be used for promotional items, incentives and other materials needed for a successful Walking School Bus, but not for personnel time.

Auckland Transport will not fund incentive programmes that use petrol vouchers.

Grant criteria:

1. The school must be within the Auckland regional boundaries.
2. Funds can only be spent on the Walking School Bus activities, and it is recommended that a separate sub-account be set up to ensure schools can track their Walking School Bus funding.
3. Applications should detail the proposed use of funds. Please see attached guidelines on page 2.
4. Walking School Bus volunteer coordinators can apply for discretionary funding annually.
Only one successful application can be made per year.
5. Funding is granted at Auckland Transport's discretion. The amount granted will be based on, but not limited to, the size, frequency, activity and stage of the Walking School Bus(es). Sustainability of your Walking School Bus and recruitment of new volunteers will also be considered.
6. Walking School Buses are expected to operate according to the Travelwise best practice guidelines. If you have any questions, please contact an Auckland Transport representative by emailing walkingschoolbus@AT.govt.nz or phone on **09 355 3552**.

Payment of approved funding applications will be made on receipt of an invoice from the school. Invoices are paid on the 20th of the month following approval.



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Your details (include multiple routes if applicable)

Name of the school:

Name of the WSB route(s):

Parent coordinating the WSB(s):

Phone number:

Email:

Number of volunteers currently available to operate the WSB route(s):

Number of days the WSB(s) operate each week:

Number of children currently registered with the WSB route(s):

Please describe in detail below how you will use this funding:

Think about:

- How you will recruit new volunteers
- How you will get new students on the Walking School Bus
- How you will reward students already on the Walking School Bus.

Activity	Details	Budget
e.g Reward activity	Milo morning – milo and biscuits for WSB kids who walk in winter terms	\$
e.g. Recruiting activity	Information morning tea for interested parents	\$
	Total	\$



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Signatures

We confirm the funds will be used for Walking School Bus activities only.

Parent coordinator	School representative
Name:	Name:
Signature:	Signature:
Role:	Role:
Date:	Date:

Application form checklist:

- There is a detailed budget
- There are two signatures and date above

Completed forms should be emailed to your AT Walking School Bus Coordinator **or** walkingschoolbus@AT.govt.nz.

(Auckland Transport Community Transport Coordinator to complete)

Walking School Bus Discretionary Fund Application:

Accepted

Date

by

Declined

Comments

