Schedule C

Application form for travel support to attend a meeting/workshop from the General Capacity Building Fund

Applications to the General Capacity Building Fund for funding travel (Guidelines, paragraphs 16 to 20) should contain the following form and will be evaluated using the criteria in Schedule D.

1. Applicant basic details:

Full name: ________________________________________________________________

Position: __________________________________________________________________

Organisation: _______________________________________________________________

Email: _____________________________________________________________________

Delegation:\[2\]: _______________________________________________________________

2. Type of support (please select one of more options):

☐ Travel

Details ________________________________________________ Amounts A$ ________

☐ Per diems

Details ________________________________________________ Amounts A$ ________

☐ Other items

Details ________________________________________________ Amounts A$ ________

3. Has the applicant previously participated in Commission, Scientific Committee or working group meetings and/or workshops?

☐ Yes

☐ No

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1 Schedule C to the Guidelines for the Administration of the General Capacity Building Fund. See SCAF-2019 report, Appendix II.

2 An Accessing State or non-Contracting Party (NCP) cooperating with the Catch Documentation Scheme for Dissostichus spp. (CDS) may apply to the Fund where an application has the support of a Member.
4. Will the applicant play a significant role during the meeting?
   ☐ Yes (please elaborate)
   ☐ No

5. Amount requested: A$ ________
Selection and evaluation criteria to be used by the Panel for assessing applications for travel support

1. A Member that is two or more years in arrears shall be ineligible for funding.

2. Is the applicant from a Member\(^3\) with a clear **need** for assistance to deliver the Objectives of the Fund (Guidelines, paragraph 1)?

3. The annual total claims to the travel portion are limited to 20% of the balance of the General Capacity Building Fund (GCBF) provided that this is limited to a maximum A$40 000 per year.

4. Is the applicant the only representative of a Member at the meeting, or part of a small delegation where the size of the delegation restricts the ability of the Member to fully engage and deliver the objectives of CCAMLR?

5. Will the applicant play a significant role during the meeting such as Chair/Vice-Chair, Head of Delegation (HoD) the meeting?

6. Does the applicant represent a Member who does not have any outstanding financial contribution to the Commission?

7. Has the applicant previously participated in CCAMLR meetings/workshops?

8. Will the applicant receive other financial support for attending the meetings/workshops?

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\(^3\) Includes Acceding State or non-Contracting Party (NCP) cooperating with the Catch Documentation Scheme for *Dissostichus* spp. (CDS), where an application has the support of a Member.
The table below shows how the above criteria will be applied by the Panel:

<table>
<thead>
<tr>
<th>Evaluation criteria</th>
<th>Weight</th>
<th>Score (between 1 for no and 10 for yes, or scores in between)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Is the application from a Member which is two years or more in arrears in their contribution?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>If ‘yes’ the Member is ineligible for funding from the GCBF.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Is the applicant from a Member with a clear <strong>need</strong> for assistance to deliver the objectives?</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Is the applicant the only representative of a Member at the meeting, or part of a small delegation where the size of the delegation restricts the ability of the Member to fully engage and deliver the objectives?</td>
<td>2</td>
<td></td>
</tr>
<tr>
<td>Will the applicant play a significant role during the meeting such as Chair/Vice-Chair, HoD during the meeting?</td>
<td>2</td>
<td></td>
</tr>
<tr>
<td>Has the applicant previously participated in CCAMLR meetings/workshops?</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>Will the applicant receive other financial support for attending the meeting/workshop?</td>
<td>1</td>
<td></td>
</tr>
</tbody>
</table>