

**Public Service Fund (PSF) Support to Attend the 2019 MINT TNT and/or Forum**  
Tallinn, Estonia, Sept 26-28, 2019

Dear MINTies and MINTies-to-be,

The Public Service Fund (PSF) is an initiative the MINT community created as way to support new and current MINT members' attendance at MINT Forums and TNTs. The goal is to increase MINT's ability to reach under-served or under-resourced areas throughout the world by providing financial support to those with limited financial means to attend our events.

**Under-served and under-resourced means:**

- Locations where there are few MI practitioners and trainers;
- Locations in which practitioners and trainers are poorly funded or not funded at all;
- Practitioners' salaries are such that traveling to a Forum or TNT is out of reach.

The PSF Committee uses an application process that enables funds to reach as many applicants as possible. We ask each applicant to consider any other financial means first before submitting an application. If you would like to attend this year's MINT and/or TNT and have limited financial resources, please apply for the PSF. Your application will be held in confidence to the review team. Only the PSF Chairs, Treasurer and Operations Manager will be made aware of recipients. All applications are reviewed by three reviewers without your name and contact information included. Funds will be offered in the following order; registration fees, hotel and then travel.

**Guidelines to consider when applying for PSF:**

- **Geographic location-** Are you applying in a year in which the TNT and/or Forum are geographically close to you and your work? It is encouraged that you apply to the PSF when the TNT and/or Forum are taking place the most near to you and your work.

*Note: The 2020 Events will be in the Americas, but the Board is still deciding what it will be, it might be a TNT, or Forum or ICMI.*

*The 2021 events will likely be held in the Asia-Pacific region and 2022 will likely be held in Europe.*

*Your TNT Application approval is valid for **two years** allowing you to attend other TNTs.*

- **Transportation and accommodations** – Please consider ways to keep transportation and accommodations as cost effective as possible (i.e. Airbnb, sharing rooms)
- **Eligibility-** You are eligible for these funds once every **four** years only. The four-year eligibility extends to support from other MINT funds such as, being a TNT Trainer or serving on the PPC Committee. For example, if you were a TNT trainer in 2016 and your travel was paid for by MINT, you would not be eligible until 2020 for PSF.
- **Request priority-** Funds are to help people attend our events who will not be able to attend without these funds. Please indicate the *minimum* amount you need in order to attend the TNT and/or Forum.
- **Giving back-** Articulate how you will give back to the larger or local MI community.
- **Tell your story-** Be as candid as possible when describing your rationale for attending the 2019 TNT and/or Forum events. For example, have you not attended a forum in more than five years? Or have you had recent financial hardship (loss of job) that impacts your ability to attend the forum or TNT or access your local MI Community?

## Review of applications:

The application review process is based on your financial need, geographic location AND your reasons to attend this particular TNT and/or Forum. Here are some ideas you might share in your application:

- You have been waiting for a TNT near you
- Your geographic area needs more MINT trainers
- You are a new MINTie and want to connect or re-connect with the community
- You need to upgrade your MI skills, in particular coding skills
- Your agency or organization would benefit from your MI education and training but simply cannot pay for the event
- Your community or area is in need of MI support and training to meet a specific objective

Though we do not need detailed financial reports, please let us know if you have experience financial changes and/or challenges. For example,

- You are experiencing financial hardship due to loss of job, caring for an ailing family member, newly separated from partner, single-parent with primary financial responsibilities
- Your agency does not support training and you do not have personal finances to attend

## How to apply:

- Download and complete the application (link is located on the registration form) and send it to [psfapplication@gmail.com](mailto:psfapplication@gmail.com) by **5pm GMT (Greenwich Mean Time) on June 15, 2019. The deadline is strictly upheld.** Applications received after the deadline will not be considered.
- ***A special note to those who are also applying for the TNT. Please apply for the PSF accordingly even if you do not know if you have been accepted to the TNT.***
- If you have questions about your PSF application or you have not received a confirmation that your application has been received within 48 hours of sending, please contact Carolynne Cooper at [carolynne\\_cooper@alumni.utoronto.ca](mailto:carolynne_cooper@alumni.utoronto.ca).
- Successful applicants will be notified by July 31, 2019.

We look forward to hearing from many of you.

Sincerely,

MINT Board of Directors & the PSF Application Review Committee