**2016-2017 District 67 Subsidy Plan 台灣總會經費補助計畫**

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| 1. **Club Officer Training 分會幹部訓練** | |
| Amount 金額 | * + Maximum NT$3,000 each Division each training   + 每分部每次訓練上限NT$3,000   + **Note :** If total expenses are more than the max subsidy amount, the max amount will be reimbursed. If total expenses are less than the max subsidy amount, the total receipt amounts will be reimbursed.   + **註:** 若實際費用高於可補助上限，總會將依補助上限支付。 若實際費用低於補助上限，總會將依實際收據金額支付 |
| If held by more than one Divisions  若數部合辦 | * + Subsidy amount can be accumulated. E.g. Max NT$6,000 for 2 Divisions…etc.   + 補助金額可以累加，例如兩部合辦補助上限NT$6,000…以此類推 |
| Expenses reimbursable  可申請補助的費用 | * + Administration Expenses : Venue rental/ Papers/copying/stationery etc.   + Reasonable refreshment (for example : coffee bags, tea bags, snacks, fruit… No lunch boxes, meals will be reimbursed.)   + 行政費用: 場地租金/文件/影印/文具 等   + 合理的茶點費用 (例如: 咖啡包、茶包、點心、水果….不補助便當、餐費) |
| Application申請方式: | * + Fill in “Voucher of Reimbursement 2016-2017” (see attached, or downloaded from D67 website) by hosting team leader or Division Director, and attach with receipts of expenses.   + 由主辦單位幹部或部總監填寫2016-2017台灣總會墊款請償單(見附件，或在D67網站下載)，並附上費用收據。 |
| Application date 申請日期 | * + Within 30 days of the event but no later than 7/15/2017 (except special case approved by District Director)   + 活動日期之後30天內，但不超過7/15/2017 (除非經總會長核准之特殊狀況) |

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| 1. **Other District Sponsored Training 總會核准的其他教育訓練** | |
| Kind 種類 | * + Leadership training, New Member Orientation, Judge/Contest training, Advanced Manual training…   + 優質領導訓練、新會員訓練、裁判/比賽訓練、進階演講手冊訓練… |
| Amount 金額 | * + Actual expenses (see below items)   + 實際發生費用金額 (見下方項目) |
| Expenses reimbursable  可申請補助的費用 | * + Administration Expenses : Venue rental/ Papers/copying/stationery etc   + Reasonable refreshment (for example : coffee bags, tea bags, snacks, fruit…no lunch boxes, meals)   + 行政費用: 場地租金/文件/影印/文具 等   + 合理的茶點費用 (例如: 咖啡包、茶包、點心、水果….不含便當、餐費)   + **Exception:**  Lunch boxes are provided for whole-day Leadership Trainings   **特例:** 便當提供給全天性的優質領導教育訓練工作坊。 |
| Application申請方式: | * + Fill in “Voucher of Reimbursement 2016-2017” (see attached, or downloaded from D67 website) by hosting team leader or Division Director, attach with expense receipts.   + 由主辦單位幹部或部總監填寫2016-2017台灣總會墊款請償單(見附件，或在D67網站下載)，並附上費用收據。 |
| Application date 申請日期 | * + Within 30 days of the event but no later than 7/15/2017 (except special case approved by District Director)   + 活動日期之後30天內，但不超過7/15/2017 (除非經總會長核准之特殊狀況) |

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| 1. **Contests 比賽** | |
| Target 對象 | Areas and Divisions 分區和分部 |
| Amount 金額 | * Each Area Contest NT$1,000; Each Division Contest NT$2,000 * 每個區賽 NT$1,000 ; 每個部賽 NT$2,000 |
| Expenses reimbursable  可申請補助的費用 | * Administration Expenses : Venue rental/ Papers/copying/stationery etc. * Reasonable refreshment (for example : coffee bags, tea bags, snacks, fruit…no lunch boxes, meals) * 行政費用: 場地租金/文件/影印/文具 等 * 合理的茶點費用 (例如: 咖啡包、茶包、點心、水果….不含便當、餐費) |
| Application申請方式: | * Fill in “Voucher of Reimbursement 2016-2017” by hosting team leader or Division Director. Attach with receipts. * 由主辦單位幹部或區、部總監填寫2016-2017台灣總會墊款請償單，並提供費用收據。 |
| Application date 申請日期 | * Within 30 days of the event but no later than 7/15/2017 (except special case approved by District Director) * 活動日期之後30天內，但不超過7/15/201 (除非經總會長核准之特殊狀況) |

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| 1. **Transportation Subsidy for Area Directors and Division Directors 區總監 & 部總監交通補助** | |
| Target 對象: | Area Directors and Division Directors 區總監 & 部總監 |
| Description概述: | Transportation Subsidy for the whole term 整年度交通補助 |
| Amount 金額 | * NT$1,000 each Area Director 每位區總監NT$1,000 * NT$3,000 each Division Director 每位部總監 NT$3,000 |
| Application申請方式: | * Fill in “Voucher of Reimbursement 2016-2017” (see attached, or downloaded from D67 website) by Area Director or Division Director, attached with transportation receipts (such as public transportation tickets, taxi receipts, “gas mileage expenses calculation” form (see below); according to TI’s rules, gasoline receipts are not reimbursable.) which total amounts are equal to or larger than the subsidy amount. * “Gas Mileage Expenses Calculation” form and its calculation method / example can be downloaded from D67 website. * 區總監、部總監填寫2016-2017台灣總會墊款請償單(見附件，或在D67網站下載)，並提供等於或大於補助金額的交通費用收據(例如: 大眾運輸車票、計程車費收據、或汽油里程費用申請表(見下項說明)；依世界總會規定汽油發票不可請款)。 * “汽油里程費用申請表”和計算方式/範例可在D67網站下載。 |
| Application date 申請日期 | * Anytime during the term, but no later than 7/15/2017 * 年度中隨時可申請，但最晚不超過 7/15/2017 |