



## ARTA Grant Program

### RATIONALE

The ARTA Grant Program is intended to assist branches to offer programs or workshops that respond to local member needs and are congruent with the strategic goals of ARTA.

ARTA will provide funds to enhance and enrich branch initiatives and activities contingent on the successful completion of the application forms.

The ARTA Grant Program is governed by the terms outlined in Section B: 18.1 of Policies and Procedures.

### PROCESSING

Application forms ensure that all relevant information is collected.

Application submissions will be reviewed on a quarterly basis at the sponsoring committee meeting.

Committee meeting dates are listed on the ARTA website calendar.

### GRANT APPLICATION

Please send your completed application to:

[grants@arta.net](mailto:grants@arta.net)

or by mail

**Alberta Retired Teachers' Association**

attn: Grants

11835 149 Street NW  
Edmonton AB T5L 2J1



## Grant Application Form

Branch Name \_\_\_\_\_  
Event Contact Name \_\_\_\_\_  
Telephone Number \_\_\_\_\_  
Email \_\_\_\_\_

Specify which one of the following grants this application is for (only **one** grant per activity).

or \_\_\_\_\_

### DESCRIPTION OF ACTIVITY

### PURPOSE OF GRANT

Project/Initiative Name \_\_\_\_\_  
Location \_\_\_\_\_ Date \_\_\_\_\_  
Anticipated Attendance \_\_\_\_\_ Branch/ARTA Members \_\_\_\_\_ Non-Members \_\_\_\_\_  
Cost to Participants \_\_\_\_\_



Specify how this activity will benefit the following:

- **Participants**

- **Your branch**

- **ARTA**



Identify how ARTA will be recognized at this event.

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

Branch President's Signature \_\_\_\_\_ Date \_\_\_\_\_

Eligible expenses for a grant include **venue** and **speaker expenses**. Grants are not intended for the purchase of tangible assets (equipment) or participant meal costs.

	Budget	Actual
<b>Projected Expenses</b>		
Venue		
Speaker / Travel / Hotel		
<b>Total</b> , (should be equal or greater than ARTA contribution)		
Amount requested from ARTA		

**OFFICE USE ONLY**

Committee:

Code:

Chair:

Chair email: