

# APPLICATION FOR FUNDING - INNOVATIVE SCHOOL BASED ACTIVITIES

(Revised Jan 2023)

Email Completed Form to [office@d26.osstf.ca](mailto:office@d26.osstf.ca)

All sections must be completed before your application can be processed by the SPDF Committee.

**N.B.** You may access the Secondary PD Fund only once in a school year.

School: \_\_\_\_\_ Contact Telephone: \_\_\_\_\_

## OSSTF Contact Person(s) who are contributing their portion of the SPDF amounts:

NAME (print): \_\_\_\_\_ Signature: \_\_\_\_\_ email address: \_\_\_\_\_

NAME (print): \_\_\_\_\_ Signature: \_\_\_\_\_ email address: \_\_\_\_\_

PRINCIPAL Signature: \_\_\_\_\_ BRANCH STEWARD Signature: \_\_\_\_\_

## A. ACTIVITY INFORMATION (please include any reference material information)

Presenter/ Leader: \_\_\_\_\_ Location: \_\_\_\_\_

Date(s): \_\_\_\_\_ Time: From \_\_\_\_\_ To \_\_\_\_\_

Program Description: Please complete page 2 of this package

Have you accessed other sources of funding? Yes \_\_\_\_ No \_\_\_\_

If "Yes", list source and approximate amount: \_\_\_\_\_ \$ \_\_\_\_\_

Staff Participants (attach list if insufficient spaces):

1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_

4. \_\_\_\_\_ 5. \_\_\_\_\_ 6. \_\_\_\_\_

## B. FUNDING REQUEST EXPENSES

- Estimate unknown costs. Do not put check marks.
- Total reimbursement will not exceed \$800.
- Occasional Teacher costs.

Presenter Costs: \$ \_\_\_\_\_ Materials Costs: \$ \_\_\_\_\_

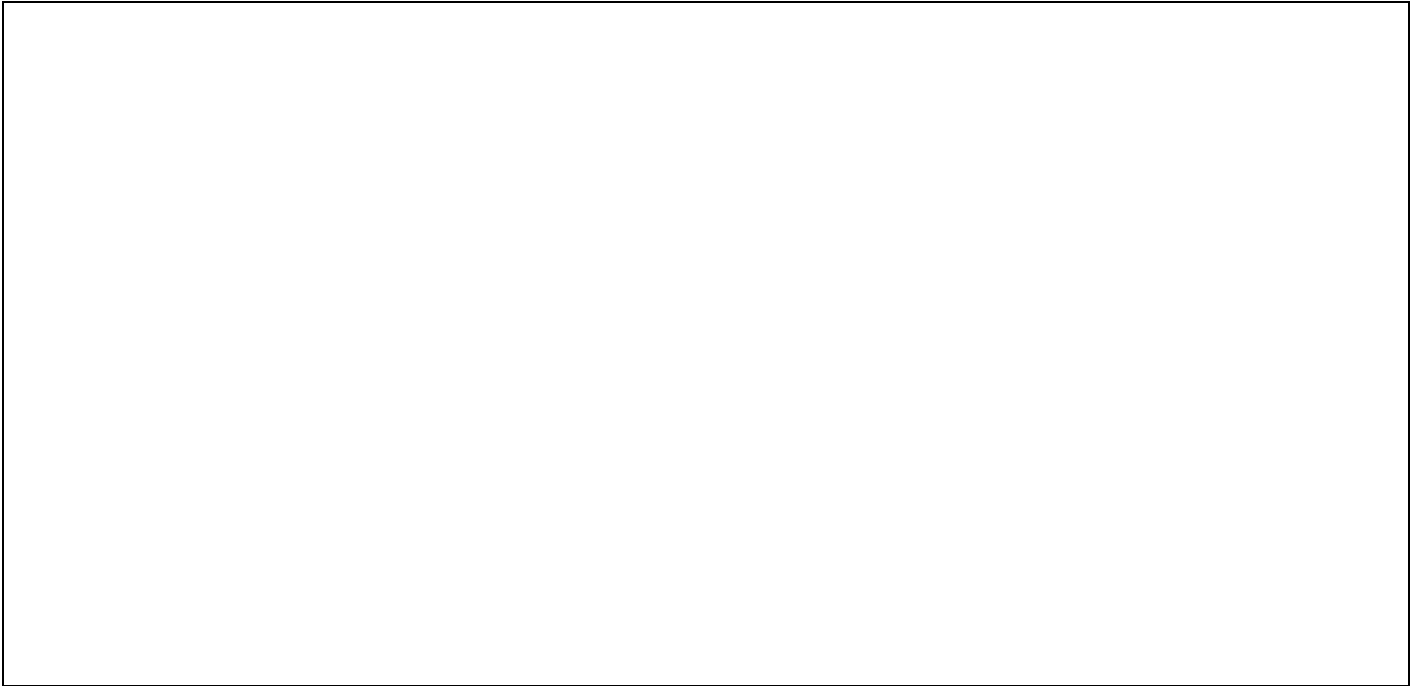
Food Costs: \$ \_\_\_\_\_ Other Costs (explain): \$ \_\_\_\_\_

**Following the event** submit an SPDF Expense Claim. Original receipts are required for all expenses.

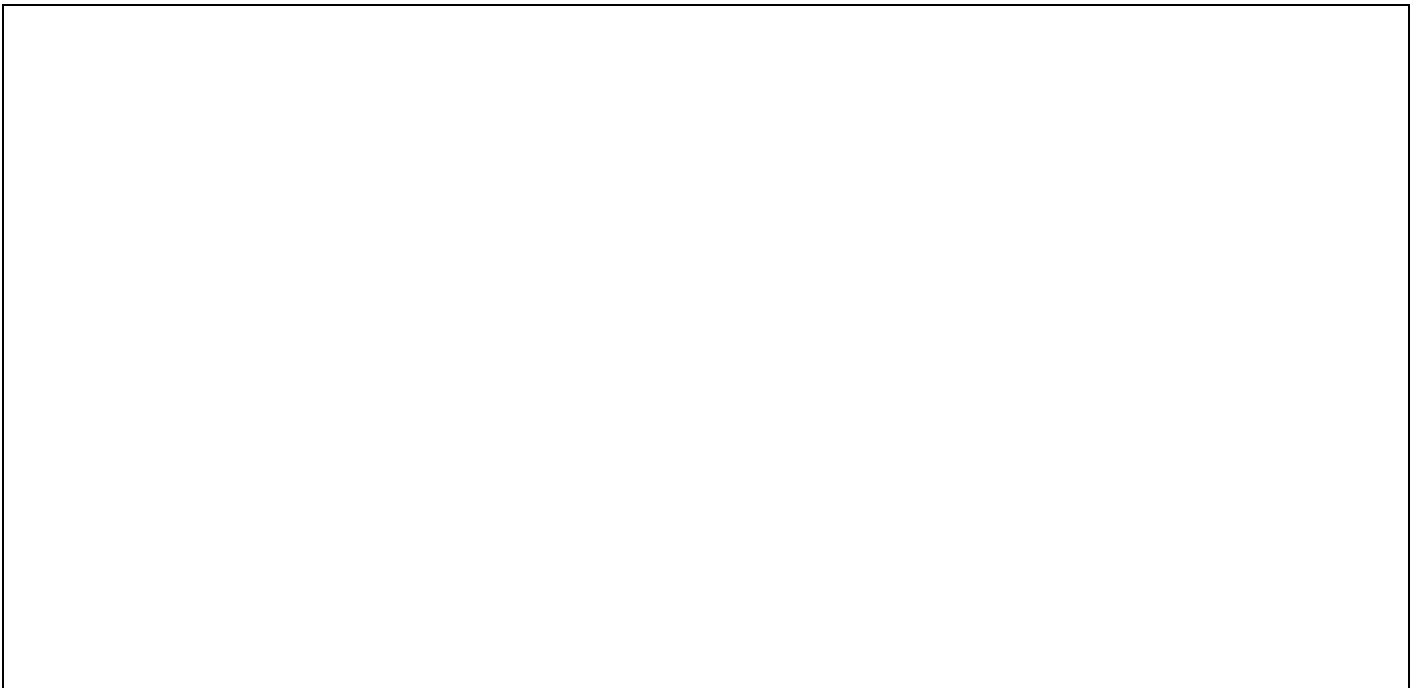
---

**PROGRAM DESCRIPTION**

Please fully explain how this innovative activity is designed to improve the delivery of educational programs and services to Secondary School students:

A large, empty rectangular box with a thin black border, intended for the user to provide a detailed description of the innovative activity.

Please fully explain what is involved in the activity (i.e. agenda, list of activities, etc.) and what makes it innovative. Feel free to attach any supporting documentation that helps describe this activity.

A large, empty rectangular box with a thin black border, intended for the user to provide details about the activity, including an agenda and supporting documentation.