



***Not-For-Profit
Organizations***

Tuition Subsidy



The Department of Municipal and Community Affairs

Offers up to 50% off selected 2006/07 course fees at Aurora College*

FUNDING CONTRIBUTION APPLICATION

The Department of Municipal and Community (MACA) recognizes and supports the voluntary sector in their efforts to help build effective and sustainable communities. Voluntary organizations rely on skilled unpaid and paid staff to manage their organizations. MACA supports building the capacity of the voluntary sector so they may better carry out their valuable work. Your application for financial assistance will be reviewed and assessed on the basis of receiving the following information. Please note, your application must be submitted no later than two weeks before the desired course begins.

Complete and submit this page prior to the course:

1. Name of organization _____ Name of Candidate: _____

Address of organization: _____

Telephone _____ Fax _____

2. The amount of funding requested from Municipal and Community Affairs to offset the registration fees. The intent is to reimburse as much as 50% of the registration fees for a professional development course at Aurora College.

Grant Request \$ _____ Cost of the Aurora College Course \$ _____

3. The anticipated benefits you and your organization will derive from your participation in this program.

I wish to apply for the following program:

_____ on _____ and _____
program date Aurora College acceptance

Aurora College Subsidy Fund

* Please be advised that the courses considered for reimbursement need to be of value to the work being performed by the community organization.

TERMS AND CONDITIONS

Once an amount of funding has been allocated to you, it is unavailable for someone else for the same program. For this and additional reasons we have the following conditions attached to all contribution allocations.

1. The contribution is awarded to the organization - payment is provided to the organization upon successful completion of the course.
2. The participant must complete the full course.
3. Should the intended participant not be able to attend, substitution by the organization is permitted - provided any pre-course work can be completed.
4. Cancellation (less than 2 weeks prior to the course start) and no-shows will result in your organization not being eligible for funding for that course and further contributions (through to March 31 of that fiscal year).
5. MACA has the right to limit the subsidy to one person and one course per year.

Should I receive this contribution, I agree to the terms and conditions above. (note: 2 signatures are required)

Participant's signature

date

Organization chairperson's signature

date

Complete and submit this page and the previous page following successful completion of the course

Completion of course _____

Aurora College's signature

date

Completion of course _____

Aurora College – please print

Complete the attached form and fax or mail back to:

Cory Emsley

Youth and Volunteer Programs Advisor

Municipal and Community Affairs

Government of the NWT

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