

Brock University Aboriginal Education Council Grant Application
 Submit to the Council Secretary (janie.hodson@brocku.ca)

DATE:

Name	
Program/Department	
Phone	
Address	
E-mail	
Amount requested	

Project/event date	
Purpose of Grant Describe the workshop or event. Discuss the impact that this event will have on your education and how you will use it to improve the general Aboriginal experience on campus. Indicate if you intend to present at a workshop or conference.	
Budget Travel: Accommodation: Meals: Registration Fee: Other: Total:	*Expense receipts must be submitted within one month of event or your student account will be blocked.
Due date of final report**	

****One month after event a written report is due to the AEC Secretary**

LIMIT OF ONE APPLICATION PER YEAR

From the Brock University Aboriginal Education Council Policies & Procedures:

1) How should funds be spent?

All open funds should be spent on programming, services, or development that will benefit the Brock University Aboriginal student(s). Funds provided will not take the place of current monies available in the community or offered by the University.

2) Who may apply for funds?

Aboriginal Students

Any registered Aboriginal student may apply for personal grants, normally to a maximum of \$600, to be spent on personal development such as workshop cost or conference registration. A full proposal must be submitted explaining how the experience will be used to enhance the general Aboriginal student experience on campus. Preference will be given to students who present at a conference or workshop. A written report should be made to the AEC discussing what was learned or encountered through the development experience. If an advance cheque was requested the corresponding expense claim must be submitted no later than one month following the event.

3) Submission of Proposals

Proposals should be submitted to the AEC Secretary with ample opportunity for the Finance Committee to review and reply to the applicants.

4) Who should review proposal submissions?

Normally, the Finance Committee will be responsible for reviewing all AEC grants that are received. Decisions should be made by that committee with a report being sent to all AEC Members. Any AEC member outside of the Finance Committee may sit on the Grant Committee. In the event that a member of the committee has submitted a proposal, that AEC member will be released from their committee duties while decisions are made.

5) Limitations to the use of AEC grant monies.

The cost of alcohol will not be reimbursed.