### 2022–23 Member Outreach Grant Application

*(Approved by the June 16–18, 2022 Executive Committee meeting)*

**Local Association:** Click or tap here to enter text.

**Person completing this form:** Click or tap here to enter text.

**Date:** Click or tap to enter a date. **Total grant request:** $Click or tap here to enter text.

**That the Federation provide a grant to locals to support member outreach initiatives that enhance member experience, connection, and engagement on the following basis:**

1. Locals shall submit an outline of proposed activities with estimated costs to obtain general approval before undertaking action.
2. Locals will be reimbursed for costs related to supporting member outreach initiatives such as welcoming events for new teachers, Teachers Teaching On Call Appreciation Week, member satisfaction surveys, member communications, or meetings. Locals are encouraged to include activities that are not already part of existing local activities.
3. Locals will be reimbursed for costs up to a maximum of $1,500 for release time, room rentals, printing, mailing, events, food and non-alcoholic refreshments, or other costs related to member outreach initiatives.
4. Locals may not claim for any portion of the ongoing cost of regularly released local officers, compensation for released officers, or costs related to regularly scheduled meetings.
5. Locals will be reimbursed upon receipt of an itemized account of expenditures with copies of invoices and receipts.

**Please return completed grant application form and required documentation by email to** grants@bctf.ca**.**

***For BCTF Use Only***

#### Date Received:\_\_ Grant: $ \_

**Signing Authority\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

####  Grants Co-ordinator Full-Time Table Officer

### Member Outreach Grant

**Description of planned activities:**

Click or tap here to enter text.

**Project Budget**

\*Please keep all receipts on file at the local office.

**Estimated cost**

|  |  |
| --- | --- |
| **Description** | **Cost** |
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| **Total estimated cost / grant amount requested ($):***Maximum grant: $1,500* | Click or tap here to enter text. |