



# Saskatchewan Orchestral Association

## Professional Development Grant Application Form

(Updated 2017)

**Deadline:** Applications can be submitted any time during the year, but must be received prior to the start of the training activity. Results will be available within 30 days of receipt.

**Required:** Read the Professional Development Guidelines before completing this application form.

### 1. Personal Information

<b>Name:</b>		
Address:	City:	Postal Code:
Phone (306)	E-mail:	
Canadian Citizen:    Y    N	Permanent Resident:    Y    N Since:	
Saskatchewan Resident:    Y    N	For how many years?	
<p>Summarize briefly your involvement in musical activities in Saskatchewan, beginning with the most recent. If you already have this information in a resume format you only need to attach it with this form.</p>		
<p>Where do you intend to work following the completion of the training?</p>		

## 2. Professional Development Information:

Name of Training Program:	
Location:	
Training Beginning Date: (d/m/y)	Training End Date:(d/m/y)
<b>Training Overview:</b> <ul style="list-style-type: none"><li>• Please provide an overview of the training – its location, facilities, activities and objectives.</li><li>• Indicate how it would improve your teaching and benefit your students and/or the orchestral community.</li><li>• Include as attachment if space provided is not sufficient.</li><li>• If this information is available in another format, you may include it as an attachment.</li></ul>	

**3. Financial Information:**

Project Budget – For the purposes of this grant, *eligible expenses* are limited to fees, travel costs, room and board. *Revenue* must include a listing of other grants and subsidies applied for or received for the project as well as the amount of your personal contribution.

PROJECTED EXPENSES		PROJECTED REVENUE	
Registration Fees		Your Own Resources (list)	
	\$		\$
Travel costs	\$		\$
	\$		\$
	\$	Other grants/subsidies/bursaries	
	\$		\$
Room and Board			\$
	\$		\$
	\$	Donations (list)	
	\$		\$
Other (list):		Other Revenue (list)	
	\$		\$
	\$		\$
	\$	<b>SOA Grant Requested</b>	\$
<b>Total Projected Expenses: A</b>	<b>\$</b>	<b>Total Projected Revenue: B</b>	<b>\$</b>
<b>Projected Revenue (B)</b>		B= _____	
<b>Minus Projected Expenses (A)</b>		A = _____	
<b>= Net Surplus (or Net Loss) (C)</b>		C = _____	

**4. Supporting Documentation**

Please provide or arrange for the following supporting documentation:

1. At least one letter of reference from someone familiar with your work, to be sent directly to the SOA Office at **4647 Pasqua Street, SK S4S 6B9** or by e-mail to [info@saskorchestras.com](mailto:info@saskorchestras.com)
2. A current resume describing education, experience, professional and musical achievements.
3. If possible, a copy of any brochures or programs describing the course or event for which you are requesting funding.

**5. Declaration:**

I declare that all statements made by me in this application are true and complete. I agree to live and work in Saskatchewan for a 9-month period following the completion of this activity, in a position where the benefits gained from the project will be shared with other Saskatchewan residents.

I understand that funds granted to me by the Saskatchewan Orchestral association are to be used solely for the purpose described herein, and any funds not used for this purpose shall be returned.

I have read the SOA Professional Development Grant guidelines. I understand that this application may not result in a grant allocation, or in an allocation in the full amount of the request

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

<p><b>Please email this form and attachments to:</b></p> <p><a href="mailto:info@saskorchestras.com">info@saskorchestras.com</a></p> <p>Or mail to</p> <p>Saskatchewan Orchestral Association 4647 Pasqua Street Regina, SK S4S 6B9</p>	<p><b>Questions?</b></p> <p>Check out <a href="http://www.saskorchestras.com">www.saskorchestras.com</a></p> <p>Or contact:</p> <p>Peter Sametz, Managing Consultant Ph:306.529.7366 Email: <a href="mailto:info@saskorchestras.com">info@saskorchestras.com</a></p>
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The SOA gratefully acknowledges the Saskatchewan Arts Board, SaskCulture and the Saskatchewan Lotteries Trust Fund for Sport, Culture and Recreation for their generous support:

