

## Trans Mountain Education Fund: Bursary Application

The Trans Mountain Education Fund (TMEF) provides needs-based support to persons enrolled in Education Programs. This grant helps cover costs associated with applicable tuition fees, books, unsubsidized childcare, accommodation, and transportation for students most in need of financial assistance.

### Criteria and Timelines for the release of the Trans Mountain Education fund:

- Education funds are to be distributed to the person(s) based on proof of enrollment prior to funding being released (or receipts as per below),
- Education funds will be distributed twice a year.
- Applications must be submitted by November 30<sup>th</sup> and June 30<sup>th</sup>.
- Applications will be reviewed by the subcommittee (known as “Trans Mountain Education Fund”) on an ongoing basis with a fourteen (14) day turnaround for approval
- Education Fund to be used within a one (1) year term
- Education Funds will be paid out upon submission of receipts.

*\*Person means – adult and or youth (18 years and older)*

### A. Eligibility

1. Awarded to a displaced worker, and or a person\* returning to the workforce who is applying to attend either a technical, vocational, college or university program,
  - a. Must be an accredited certified course or be working towards a diploma,
  - b. Must be a workplace requirement and or condition of employment,
2. Awarded to a person(s) pursuing post-secondary education in trades, technology, or environmental programming
3. Awarded to a person(s) who demonstrate financial need
4. Awarded to a person(s) that require financial support for tuition, childcare, accommodation, and or travel / fuel
5. Awarded to a person(s) with proof of enrolment in a program offered by either a technical, vocational, college or university
6. Available to any resident within the Thompson Nicola Regional District’s Area “A” & “B”.

### B. Applications

1. Applications can be found online at <https://www.wgcfca.com/community-grants>
2. An application for a Bursary must be submitted on the approved form to Email @ [\*\*wellsgraysociety2010@gmail.com\*\*](mailto:wellsgraysociety2010@gmail.com)
3. Will be considered by the Wells Gray Community Forest Society (2010) sub-committee for the Trans Mountain Education Funds. Each application **MUST** be accompanied by proof of course enrollment or confirmation of enrollment on letterhead from an eligible program.
4. An application for a Bursary must be submitted prior to undertaking a course. Bursaries **will not be** awarded for courses already underway or completed.

### C. Use of Funds

1. The funds may be used by the applicant to pay tuition and texts for any approved course of studies offered in or by any post-secondary educational institution or its equivalent, in British Columbia. There is

no requirement to enroll in full year or semesters: e.g. three or six week courses or extended seminars are eligible and online courses are eligible. Out of province courses or seminars are not eligible for consideration.

2. The funds must be used for expenses which may be required by the recipient such as tuition, childcare, fuel, and accommodations.

#### D. Value of Funds

1. Full eligible costs may be awarded based on individual grant request and approval of committee.
2. In addition to D (1) above, the Committee will consider reimbursement for travel and related costs of courses where the need is demonstrated.
3. Subject to availability of funds, individuals may apply for further funding if required.

#### E. Approval

1. The Trans Mountain Education Fund sub-committee will be responsible for determining or adjusting the amount of each bursary. Within the maximum amounts permissible, the Committee may, at its discretion, adjust the amount of any fund(s) to reflect the circumstances of the recipient.

## APPLICATION FOR A TRANS MOUNTAIN EDUCATION GRANT APPLICATION

Note: The information on this form is collected and will be used to process your application. If you have any questions about the collection and use of the information, and the Committee at [wellsgraysociety2010@gmail.com](mailto:wellsgraysociety2010@gmail.com).

### Applicant's Information

<input type="checkbox"/> Mr. <input type="checkbox"/> Mrs. <input type="checkbox"/> Ms. <input type="checkbox"/> Miss.	
Last Name:	First Name:
Email Address:	
Current Employer (if applicable):	Telephone Number:
Street, City / Province:	Postal Code:

### B. Funds Required

<b>Amount of Funds Requested</b> (per course): \$	I am taking this/these course(s) for credit: <input type="checkbox"/> Yes <input type="checkbox"/> No			
Institution Offering Course:	Course Title(s):	Date: MM/DD/YY	Tuition Fee	Texts (50% of actual)
<b>Note: Travel and childcare are eligible.</b>				

Are you applying for travel/other assistance? <b>If yes, APPENDIX 1 must be completed</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you applied for funding assistance from other sources? <b>APPENDIX 2 must be completed</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
Will you be receiving any assistance? <b>APPENDIX 2 must be completed</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No

Describe your career expectations:

How will this course of studies relate to these expectations?

### C. Declaration

I declare the above information to be correct and acknowledge that any Bursary funds I receive are to be used only for their intended purposes.

Signature:

Date signed:

#### All applicants must provide:

- A proof of enrollment or confirmation of enrollment – see section B.2 of the Applicant Information Sheet
- APPENDIX 1, if applicable, and APPENDIX 2

Return one completed copy via email (preferred) to: [wellsgraysociety2010@gmail.com](mailto:wellsgraysociety2010@gmail.com)

## APPENDIX 1

### Request for Travel / Other Assistance

The Committee will consider requests for assistance with childcare, accommodation, and gas on a basis of demonstrated need.

#### A. Travel by Personal Vehicle

From \_\_\_\_\_ To \_\_\_\_\_

Fuel \$ \_\_\_\_\_ /km

#### B. Accommodation

Hotel \_\_\_\_\_ City \_\_\_\_\_

How many nights? \_\_\_\_\_ Amount \$ \_\_\_\_\_ /per night

#### C. Please provide your reasons for this travel / other assistance request.


D. TOTAL AMOUNT OF REQUESTED TRAVEL \$

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**APPENDIX 2**

**Bursary Application – Funding Assistance from Other Sources**

1. Complete if applicable:

Please list reasons why funding assistance has not been requested from other sources:


2. Complete if applicable:

Please list details of funding assistance from other sources:


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

\_\_\_\_\_  
Date

**TOTAL FUNDING REQUESTED FROM TMX EDUCATION FUND:**

\_\_\_\_\_ (Tuition)

\_\_\_\_\_ (Appendix A)

\_\_\_\_\_ (Appendix B)

**TOTAL:** \_\_\_\_\_

\_\_\_\_\_  
Applicant signature

\_\_\_\_\_  
Date