**

**Application for Grant**

The personal information you provide on this form is being collected by Alberta Jobs, Economy and Northern Development under the authorization of section 33(c) of the *Freedom of Information and Protection of Privacy Act* (FOIP) and is managed in accordance with Part 2 of FOIP. Your personal information will be used by Alberta Jobs, Economy and Northern Development for the purposes of determining and verifying your eligibility for a grant. If you have any questions about the collection, use, or disclosure of your personal information or should you need to make corrections to your personal information, please contact:

Simrat Slade, Manager, Labour Economics and Statistics

jend.lmegrants@gov.ab.ca

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| **Instructions:** |
| Please ensure you:* Read the Grant Agreement template (attached). This includes the terms and conditions you would be subject to if you are awarded a grant.
* Complete applicable information fields below.
* Complete and attach the Project Application form, which clearly defines the scope of the program, service or project.
* Include a budget in the proposal indicating all sources of funding.
* Sign the application and submit the original and attachments for consideration.
* Retain a copy of the application for your records.
 |
| Organization Name |
|  |
| Organization Address *street address city/town postal code* |
|  |  |  |
| If **incorporated**, which Act(s) is the organization regulated by: |
|  |
|  |  | *Business Corporations Act*  |  | *Companies Act* |  | *Societies Act*  |  |
|  |  |  |  |  |  |  |
|  |  | Other (explain) |
|  |
| If **not incorporated**, please check one of the following: |
|  |
|  |  | Individual |  |
|  |  |  |
|  |  | Other (explain) | Dollar value of the Grant applied for: $  |  |
|  |
|  |
| Purpose of the organization or occupation of individual: |
| An Authorized Signing Officer such as: A CEO, President, Principal or a Senior Individual with delegated authority. |
|  |  |  |  |  |  |  |
|  |  |  |  |
|  | Authorized Signing Officer/Applicant’s Name (Please print)  |  | Title |  |  Phone Number |  |
|  |  Authorized Signing Officer/Applicant’s Signature |  |  Date of Application (yyyy/mm/dd) |  |

|  |
| --- |
| **Alberta Jobs, Economy and Northern Development Use Only** |
| Type of grant: |
|  |
|  |  | Non-Program |  |  |  |
|  |  |  |  |  |
|  |  | Program |
|  |  |  |  |  |
|   |
|  |
| Purpose of grant: |
|  |
| Profit Center | Cost Center | Work Breakdown Structure | Internal Order | GL Account |
|  |  |  |  |  |
| Grant Amount | Period Covered |  |  |
| $  |  | **to** |  |
| Comments: |
| **Payment Details:** | Lump Sum | Instalments |
|  | $ | $ |
| **Recommended by:** |
|  |  |  |  |  |  |  |
|  | Name and Position |  | Signature |  | Date (yyyy/mm/dd) |  |
| **Non-Program Grants Review/Approval** |
| **Reviewed by:** |
|  |  |  |  |  |
|  | Division Head  |  | Date (yyyy/mm/dd) |  |
|  |  |  |  |  |
|  | Financial Services  |  | Date (yyyy/mm/dd) |  |
| **Approved by:** |
|  |  |  |  |  |
|  | Deputy Minister |  | Date (yyyy/mm/dd) |  |
|  |