**

**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 | | | | | | | | | | | | | | | | | | |
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| Organization Address *street address city/town postal code* | | | | | | | | | | | | | | | | | | |
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| If **incorporated**, which Act(s) is the organization regulated by: | | | | | | | | | | | | | | | | | | |
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|  |  | | *Business Corporations Act* | |  | *Companies Act* | | | | |  | *Societies Act* | | | |  | | |
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|  |  | | Other (explain) | | | | | | | | | | | | | | | |
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| If **not incorporated**, please check one of the following: | | | | | | | | | | | | | | | | | | |
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|  |  | | Individual |  | | | | | | | | | | | | | | |
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|  |  | | Other (explain) | | | | Dollar value of the Grant applied for: $ | | | | | | | | |  | | |
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| 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. | | | | | | | | | | | | | | | | | | |
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|  | Authorized Signing Officer/Applicant’s Name (Please print) | | | | | | |  | Title | | | | | |  | Phone Number | |  |
|  | | Authorized Signing Officer/Applicant’s Signature | | | | | | | |  | | | | Date of Application  (yyyy/mm/dd) | | | |  |

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