



# BCAEA \$1000 Regional Conference Grant Application

This grant is to support a regional conference that promotes membership in the BCAEA. One grant of \$1000 is available.

## Step 1 Pre-Conference

Complete Step 1 and submit the required information before your conference is held. If you are approved, Step 2 is completed and submitted after your conference is over.

**Important:** Incomplete applications, or applications from a teacher who is not a current member of the BCAEA will not be considered. If you are not sure of your membership status, please check with the BCTF.

**There is no deadline for applications. They are reviewed upon receipt.**

|                           |  |                         |              |
|---------------------------|--|-------------------------|--------------|
| Last Name:                |  | First Name:             |              |
| Street Address:           |  | City:                   | Postal Code: |
| Phone #:                  |  | Email:                  |              |
| School District # & Name: |  | School or Program Name: |              |

|                            |                     |
|----------------------------|---------------------|
| Conference Date:           | Districts Involved: |
| Other Funding Applied For: |                     |
| Conference Purpose:        |                     |

## Step 2 Post-Conference

If you were approved for this Grant in Step 1, then once your conference is over, provide the following supporting documentation:

- A list of participants, including the name of their program or school, and their district name and number. Indicate whether they are BCAEA members.
- A conference write-up suitable for publication in the Newsletter. Including pictures is always best!
- Conference receipts to a maximum of \$1000.

**Send To:** BCAEA Awards Chair  
[awards@bcaea.com](mailto:awards@bcaea.com)