

**REACHING OUT TO MEET THE NEEDS FUND
APPLICATION FORM**

Guidelines for obtaining grants from ATEC:

1. Applicants must be an active ATEC member for **at least the last 12 months**.
2. Requests must be accompanied by a letter of support from the coordinator of student services.
3. Individuals may receive only one grant every three years.
4. Requests will be evaluated in terms of student population serviced, other sources of funding, along with the financial commitment by the applicant as well as any other factors that may be raised by the request. This information must be given in a detailed outline of the proposed initiative.
5. The Executive of ATEC will evaluate and award requests at their meetings in APRIL and NOVEMBER of each year.
6. Grant recipients shall agree to submit a written report of the conference or project to the president of ATEC within three weeks of obtaining funds and/or the closing of the conference.

Name _____	Home Phone _____
Address _____	Postal Code _____
School _____	School Phone _____
Address _____	Fax No. _____

I. Student population to be served:
(Describe in detail with specific reference to special needs.)

II. Description of resources to be purchased:
(Please itemize and give specific cost breakdown.)

_____	\$	_____
_____		_____
_____		_____
_____		_____

Total Cost _____

III. Other anticipated sources of funding:
(Describe and give amount)

School _____ \$ _____
School Board _____
NSTU Local _____
Community Agency _____
Other Total Available _____

IV. Total applied for from ATEC \$ _____

Please return by either March 31 or October 31 to: Wade Selig (ATEC)
1485 King Street
Bridgewater, NS B4V 1C4
Main Office 902-541-8200
Guidance 902-541-8204
Fax 902-541-8210