

2017-2018 WRITERS IN SCHOOLS PROGRAM
Application Form

School Information

School Name:
Address:
City and Postal Code:
Contact Person:
Phone:
Email:
Presentation for which grade(s): K ___ 1-3 ___ 4-6 ___ 7-9 ___ 10-12 ___

Are you a rural school? (For this program year, a school 20 km or more from a community with a population greater than 5,000 is considered rural)

- Yes No

Is the school (or school-affiliated organization) an AGLC-licensed organization for the use of Gaming Proceeds?

- Yes No

Session Information

Presenter Name:
Address:
City and Postal Code:
Website:
Phone:
Email:
Genre:

Proposed Session Date: _____

Session size:

- Classroom Auditorium/Gymnasium

Session type:

- Reading Workshop Presentation Other*

*Please Describe: _____

The Writers in Schools Program structure has been changed to a supportive funding program model. Starting for this year's 2017-2018 program, the new structure allows schools to independently select an author and negotiate presentation type & content with that author. **Schools are responsible for contacting their desired presenter and organizing their sessions.** Support is available from CAA Alberta to find an author if a local author is not available.

Funding Breakdown

Available funding is based on session size:

Classroom Sessions: \$200.00 flat fee

Auditorium/Gymnasium Sessions: \$300.00 flat fee

Funds Disbursement

Funding is provided to schools as a reimbursement. Upon completion of an approved session, schools must submit a completed **Session Confirmation Form** signed by both the school contact person and the approved presenter **and required AGLC Recipient Agreement Form** for funds to be disbursed. All forms will be distributed via mail upon approval of a submitted application.

Application Process

Schools interested in participating are encouraged to contact writers and storytellers in their communities to participate in this program. When possible, please choose an author who lives within easy travel-distance of your school (i.e. within your city).

DEADLINE EXTENDED - Submit your completed application form by March 15, 2018 to president@canauthorsalberta.ca. Late applications may be accepted if funding has not been exceeded.

Schools will be notified of the result of their application by March 19, 2018. Sessions should be scheduled to take place between March and May 2018. All forms and reports must be submitted by May 31, 2018 for funds to be disbursed.

Application Approval

Schools will be notified of application approval via email to the school contact person. A session package will be shipped via Canada Post and consist of;

- Session Confirmation Form
- Session Feedback Form – School
- Session Feedback Form – Author
- AGLC Recipient Agreement Form
- CAA Alberta Promotional Material
- Author Thank You Gift

Please note, funding is not yet secured for the 2018-2019 Writers in Schools Program year. Applications for sessions in the 2018-2019 school year will be kept on file but **will not be accepted until funding is confirmed.**

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