

# LOCAL EQUITY AND SOCIAL JUSTICE GRANT APPLICATION

At the 2023 MTS Provincial Council, a resolution was passed to make available a grant to local associations to a maximum of \$1,000 to support initiatives led by and resources to support Equity and Social Justice Chairs.

Applications will be reviewed and approved as they are received.

Each local association may submit one application up to **May 31, 2024** with the intent to use funds within the school year and submit receipts by **June 30, 2024**.

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## 1. Funding Guidelines

- Projects could include but are not limited to; resources (print, digital or human), release time/ expenses related to ESJ network or event planning
- Project must be completed in the school year it was authorized.
- Grant initiatives must promote equity and social justice and be in line with the mission, vision and values of MTS.
- Financial guidelines will respect current MTS financial policies and procedures (honorarium, member expenses, etc.) Where financial requests do not clearly fit in established MTS guidelines, consultation with MTS Leadership will occur.

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## 2. Application Procedure

- Grant applications will only be accepted from Locals that intend to initiate the project.
- Fillable application forms are available on the website and through MyProfile and must be submitted to [sjones@mbteach.org](mailto:sjones@mbteach.org) by the deadline. Confirmation of receipt will be sent to you when your application is received.
- Once approved, the applicants will be notified and receive the claim form to be completed. Keep all receipts and an itemized list of expenses.

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## 3. Communication with Recipients and Expense Claim Procedures

- At the conclusion of the project, the Local is responsible for submitting report/ evaluation, claim form and supporting receipts to [sjones@mbteach.org](mailto:sjones@mbteach.org) for payment processing.

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Name of Local:

Name of Applicant:

Name of President:

Role of Applicant in Local:

Date or Timeline of Initiative:

**Proposed Initiative:** *(include goals, themes and/or impact in local or community)*

**Any details not included above:**

**Budget:** *(itemized description of anticipated expenses)*

**Signature:**

**Signature of Local President:**

**Date:**