

**HOSTING GRANTS
APPLICATION FOR FUNDING ASSISTANCE**

1. Name of Activity: _____

2. Date(s) & Location of activity: _____

Please classify your activity as one of the following:

- Annual Federal/Provincial Meeting/Conference _____

- Special Event _____

- Regional (Minimum of 200 delegates required) _____

3. Name of Applicant/Sponsoring Group/Association: _____

4. Contact Person: _____

Address: _____

Telephone: (Home) _____ (Bus.) _____

5. Objectives, brief description of the sponsoring organization, including a list of current executive:

6. Provide an itinerary/agenda/schedule of events.

7. - Estimated number of delegates: _____

- Estimated number of delegates and official guests at banquet: _____

- Where will your banquet be held? _____

- What is the quoted price per person? _____

8. Has the same event been held in P.E.I. before? If yes, indicate when, where, and amount of provincial grant approved.

9. In what city or province was your last annual meeting held?

10. Will your organization be receiving financial assistance for this event from programs of other Provincial Government Departments?

11. Provide a statement/proposed budget of expenditures and revenue. Please note sponsorships for specific events, and include registration fees, sponsors, etc.

12. Amount of assistance requested (based on maximum grant of \$10.00 per delegate):

\$ _____

Signature: _____

Date: _____

Please forward applications directly to:

Administrator
Department of _____ (where funding is being requested)
P.O. Box 2000
Charlottetown, PE C1A 7N8