



The Dalhousie Association of Graduate Students

Grad House, 1252 LeMarchant Street
Halifax, Nova Scotia, B3H 3P7

Special Funding Grant Application Form

For use by DAGS Member Societies applying for Special Funding Grants.

1. PURPOSE

Special Funding Grants are intended to help graduate student societies cover the costs of organizing large-scale academic or professional development events.

2. GRANT VALUE

Special Funding Grants are valued at up to \$1000, at the discretion of the DAGS Board of Directors.

3. ELIGIBILITY

- a. Special Funding Grants may only be awarded to DAGS Member Societies paying DAGS fees.
- b. The applicant must be organizing a large-scale academic or professional development event.
- c. Applications will not be accepted retroactively.
- d. No DAGS Member Society may receive more than one Special Funding Grant in any fiscal year (May through April).

4. FOR OFFICE USE ONLY

Received by:

_____	_____	_____
Name	Signature	Date

Approved by:

_____ Board of Directors	_____	_____
Name	Signature	Date

Paid:

_____	_____	_____
Amount	Cheque No.	Date



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5. APPLICANT INFORMATION

Society name: _____
Programs represented: _____
Contact name: _____
Position: _____
Email address: _____
Event name: _____
Event location: _____
Event date(s): _____

6. APPLICATION CHECKLIST

a. For Application

Submit to DAGS Office **at least three weeks** before event:

- Completed application form
- Written description of event (500 words maximum)
- Budget of projected event expenses and funding sources

Present to DAGS Board of Directors:

- Description of event
- Budget of projected event expenses and funding sources
- Answer questions from Board

b. For Final Submission

Submit to DAGS Office **within 30 days of event end date** for grant funds to be issued:

- Updated budget of final event expenses and funding sources
- Receipts for expenses and funding sources listed in budget (copies are acceptable)

7. APPLICANT SIGNATURE

Signature

Date