

# NENA Alberta



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## Education Funding

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Date Created: May 2020  
Date Revised:

These funds are made possible through allocation of monies from indirect fees of ENA and NENA courses.

The following guidelines shall apply for disbursement of these funds.

1. The Administration of the Fund for Education Funding shall be the responsibility of the Treasurer of NENA Alberta
2. Application for funding shall be processed according to the established criteria.
3. The administration officer shall respond to member's questions/calls.
4. The treasurer will keep financial records of the Education Funding preparing and presenting a report for the annual general meeting.
5. The Education Funding books and financial statements will be audited with the regular accounting books of NENA Alberta
6. Funding shall be available to members of NENA Alberta who have held membership for the six (6) months prior to application.
7. Maximum amount available per twelve (12) month period is \$400.00 per person with original receipts only. Once funds are exhausted in a given year, no further monies will be available.
8. Requests for funding shall be made through application to the Local Executive along with any printed material available on the offering.
9. NENA AB Executive shall review and approve / reject applications.
10. Preference shall be given to those persons who have not received funding from NENA AB in the past twenty-four (24) months.
11. Funding for designated courses shall be utilized for:
  - a. Registration
  - b. Accommodation
  - c. Travel by car within the province of Alberta shall be funded by kilometrage to a maximum of \$200 dollars. Rate per kilometer will be paid at the same rate as per provincial rates.
  - d. Meals as per Provincial per diem