



Program \_\_\_\_\_

\$ Request \_\_\_\_\_

Organization \_\_\_\_\_

## Program Funding Checklist

Eight (8) copies of the application and one copy of supporting documents was received by:

- 4:00 pm on deadline date
- Prioritize application if more than 1 application is submitted per funding category

### The application is:

- Falls under one of the six funding categories:
  - Adult Basic Literacy
  - ESL
  - Healthy Communities
  - Health and Wellness
  - Family Life
  - Training for Employment
- Will this program be offered without LLLA funding:
  - NO
  - YES: explain \_\_\_\_\_
- Exclusively for barriered learners
- Targeted to barriered adult learners or volunteers

### The proposed program is:

- Non-credit
- Part-time; less than 20 hours/week and 125 hours/course
- Designed to have an appropriate number of students/ course
- To take place within the city of Lethbridge
- For adults over 18 years of age or youth living as independent adults
- Non-sectarian
- Not intended as professional development for skilled workers or professional persons who are required to have that training as part of their current employment
- Not receiving other funding from Alberta Learning's Community Adult Learning Program
- Not duplicating local Alberta Human Resources & Employment programming

### Included with the application:

- Criteria and process for further reduction of course fees
- Program outline
- Sample of an Evaluation Form
- Accurate budget calculations

### Office use only:

Status of application components:	OK	Follow-up needed
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Program Activities and Timeline	<input type="checkbox"/>	<input type="checkbox"/>
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Program Budget, complete and correct, no capital expenses, no admin cost	<input type="checkbox"/>	<input type="checkbox"/>
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This proposal is:

Eligible

Ineligible

Why?

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