



# CAPITAL EQUIPMENT AND CONSUMABLES FUND 2021-2022

## APPLICATION FORM

Sponsored and administered by the CWB Welding Foundation

Contact Email: [info@cwbweldingfoundation.org](mailto:info@cwbweldingfoundation.org)

### Application deadlines for 2021-2022:

The CWB Welding Foundation is proud to support Canadian intermediate, junior or secondary school welding programs.

Important Dates	Deadline Details
March 1, 2021	Application opens
May 31, 2021	Application closes <i>This is the final date for submissions.</i>
June/July 2021	Applicants will be notified of the status of their application.
TBD	Funds will be advanced to approved applicants in accordance with a mutually agreed project time frame.

### Overview:

The Capital Equipment and Consumables fund (formerly called *secondary school equipment and project support*) was established to support the advancement of welding programs by ensuring safe, high quality equipment and learning environments are available to students.

Since 2013, we invested more than \$3.5 million in upgrading welding shops in schools across Canada, with nearly \$5.9 million in co-investment from educational partners, for a total investment of more than \$9.4 million.

This program and application process have been reviewed and enhanced to assist applicants in achieving success.

### Funding Amount:

The amount granted to individual intermediate, junior, or secondary schools will vary depending on factors including the amount of the request, the described need, potential impact, and geographic location from which the request is received. Requests over \$10,000 will require funding contributions from third party sources (e.g. government contributions, school boards, industry, individuals, and other funding organizations). Written confirmation of funding must be provided. In addition, a site visit by a CWB Welding Foundation representative will be conducted at no charge. The selection of a vendor, supplier, or manufacturer of [welding] equipment [and/or materials] is at the sole discretion of the recipient. The CWB Welding Foundation cannot and does not recommend or endorse any vendor, supplier, or manufacturer of [welding] equipment [and/or materials].

Please note that for any welding machines requested, a maximum of \$5,000 will be provided per unit.

**Eligibility Criteria:**

To be eligible to apply for funding, applicants must represent either an intermediate, junior, or secondary school within a Canadian public or separate school board. To ensure compliance with CRA rules for registered charities, the school board must meet the criteria for a “*qualified donee*” as defined by CRA (e.g. the school board is a registered charity).

To be eligible for funding, requests must meet one or more of the following criteria:

1. To support the launch of new welding programs at intermediate, junior, or secondary schools which have no existing programs;
2. To support the expansion of welding programs at intermediate, junior, or secondary schools which have existing programs;
3. To support the introduction of new welding related technology to improve either the effectiveness of the training methodology or to improve the attractiveness of the program to students; and/or
4. To support the purchase of welding shop safety equipment and PPE.

In all cases, the potential recipient must clearly outline the impact the funding will have on the success/uptake of the welding program, on the participating instructors and on the participating students. Preference will be given to those funding request in which the CWB Welding Foundation will not be the sole funding source such as Government matching programs, direct industry support, etc.

**Application Process:**

Applicants must provide a completed application. The following information will be required:

1. An overview of welding programs currently in place (including programs offered, number of instructors and level of student participation);
2. A description of:
  - a. The current programs offered, number of instructors and level of student participation;
  - b. Your current technology learning environment;
  - c. The need/gap that currently exists within the welding programs;
  - d. The proposed plan(s) for the future state of the welding program including projections for student participation;
  - e. The equipment, material and/or curriculum that is required to support the plan and how the funding requested will address these items;
  - f. How the CWB Welding Foundation will be recognized for its potential support;
3. A list of other organizations or funding sources that have provided/are being or could be requested to provide funding to support the proposed plan (if applicable);
4. A detailed budget to support the proposed plan (please attach received quotes that will support the plan);
5. Pictures of your current welding shop and equipment (current ventilation, booths and machines);
6. Copy of the floor plan or blueprint of your welding shop;
7. Copy of quotes you have received that will support the plan; and
8. A signed commitment from your school board.

**D. Selection Process:**

Applications will be reviewed by an advisory panel. Funding decisions are the responsibility of the CWB Welding Foundation and are approved by its independent Board of Directors.

Once applications have been reviewed and a decision has been made, applicants will be informed of their standing (approved, denied, waitlist.)

**E. Expectations of Recipients:**

All applicant organizations must confirm their agreement with the following expectations should they be a recipient of funding:

- Provide supporting documentation of products purchased with funds including:
  - Purchase receipts;
  - Attached expense sheet filled out; and
  - Written summary of how the funds have benefitted the awarded organization and students/instructor experience including whether or not there has been an increase in enrollment to your program.
- Agree to ensure that the funds/materials/equipment have been implemented into the learning environment and are being utilized to their full potential;
- Agree to be publicly acknowledged and recognized; and
- Agree to include the organization's name and photographs in any internal and/or external communications or marketing collateral that the CWB Welding Foundation deems appropriate.

Upon confirmation of funding, a written agreement will be provided by the CWB Welding Foundation for signature by school leadership for technology and board representatives.

**APPLICATION FORM: SECTION 1**

<b>ABOUT YOUR SCHOOL OR INSTITUTION</b>	
Name of Institution:	
Address (include postal code):	
Telephone:	
Email Address:	
Website Address:	
Name of School Board:	
Registered Charitable Number:	

<b>ABOUT THE APPLICATION CONTACT PERSON</b>	
Name:	
Telephone Number:	
Email Address:	

<b>ABOUT YOUR WELDING PROGRAMS</b>
Please provide an overview of welding programs currently in place (including programs offered, number of instructors and level of student participation).
Please describe the current programs offered, number of instructors and level of student participation.
Please describe your current technology learning environment.
<b>ATTACHMENT REQUIRED:</b> Please attach the floor plan or blueprint, and your welding shop (e.g. ventilation, booths and machines)

<p>Please describe the need/gap that currently exists within the welding programs.</p>
<p>Please describe the proposed plan(s) for the future state of the welding program including projections for student participation.</p>
<p><b>ATTACHMENT REQUIRED:</b> Please attach a signed commitment from your school board.</p>
<p>Please describe the equipment, material and/or curriculum that is required to support the plan and how the funding requested will address these items.</p>
<p>Please provide a list of other organizations or funding sources that have provided/are being or could be requested to provide funding to support the proposed plan (if applicable).</p>
<p>Please provide a detailed budget to support the proposed plan.</p>
<p><b>ATTACHMENT REQUIRED:</b> Please attach received quotes that will support the plan.</p>
<p>Please describe how the CWB Welding Foundation will be recognized for its potential support.</p>



**APPLICATION FORM: SECTION 2 (Declaration)**

I declare that this application form has been completed to the best of my knowledge and belief.

I declare that I am authorized to submit this application form on behalf of my institution and/or school board, and that, if successful, I will fulfill the reporting requirements and communications protocols as required by the CWB Welding Foundation.

I consent to the use of my name, school name, and school board name in promotional material if awarded funding. I understand that all other personal information collected will be used only for the program application.

Signature of Applicant

Date of application