



Ian Gillespie Faculty of Design + Dynamic Media Micro-Grants

Ian Gillespie Faculty of Design + Dynamic Media (DDM) students are welcome to apply for micro-grants to support Design and Media community building initiatives. This micro-grant fund is meant to support activities that work to connect people, bring about dialogue, and activate community through extra-curricular initiatives in Design and Media practices at Emily Carr.

Micro-grants (up to \$350) are to cover material costs, productions costs, or other relevant expenses. For more information, please email DDM Administrative Assistant, April Joy Milne at amilne@ecuad.ca

APPLICANT INFORMATION

Student applicant(s):	Student email(s):
Area of study:	Faculty supervisor/mentor:

GRANT INFORMATION

Project or Event Title:
Proposed Location (if applicable):
Event Date and Time (if applicable):
Anticipated Number of Attendees/Participants:
Project or Event One-liner:
Project or Event Narrative Description (200 words)
Describe how Project will Contribute to Supporting Community Engagement:

Important Note:

The next application deadline is February 14th 2022, for any expenses that you have incurred (with receipts) from September 1st 2021 to the present, or that you will have completed by March 15th 2022.

Applicants can expect to hear from the Academic Affairs Office within 3-4 days, after which, if successful, they will be required to complete an Event Planning Form, if necessary, as well as relevant room-bookings and AV requests with support from the Academic Affairs Office.

BUDGET INFORMATION

Budget Item	Cost
Total Grant Requested (Cannot exceed \$350)	

Important Budget Notes:

Speaker and/or workshop fees cannot be paid to current Emily Carr staff or faculty.

Material or production costs can be reimbursed to Emily Carr; please confirm that your micro-grant application has been approved before purchasing any materials.

In addition to the Budget Information above, please complete the Payee section of a Yellow Payment Voucher form attached with your information for reimbursement of material costs and submit it attached to this form.

APPLICATION CONFIRMATION

I understand that the above information may be used to assist in promoting this project or event through our Faculty and/or for annual reporting purposes.

Signature:	Date:
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APPROVALS

Project approved: Yes / No <input type="checkbox"/> <input type="checkbox"/>
Approval by: Celeste Martin
Approval Date:
Signature:

Please return this completed form to DDM Admin Assistant, April Joy Milne by email at amilne@ecuad.ca