



# 2024-2025 LSA Grant Application

**Deadline Date: May 31, 2024**

Submit completed application form along with supporting documents to  
bctea@bctf.ca

For the 2024-2025 school year, the British Columbia Technology Education Association (BCTEA) will provide up to 10 grants to Tech. Ed. Local Specialist Associations (LSAs) across B.C. The minimum amount allocated will be \$200.00 with additional funds available based on activities, LSA membership, and on LSA members who are also registered BCTEA members (see information at end of this application). To receive the funding your LSA must be registered with your local Teachers Assoc. for funds to be dispersed from the BCTEA. Please contact your local Teachers Assoc. and/or the BCTEA to see what is required to start an LSA (usually minute meeting, member list and a small fee collected). You can visit the [BCTEA.org](http://BCTEA.org) website for more information.

Name of LSA (if you have a name)		District(s) represented in the LSA	
Name of District Representative		Email for District Representative	
Does your LSA have an executive?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Current Executive Positions	
If the contact person for this application is not the District Representative indicate their name and email.		Name:	
		Email Address:	
Does your LSA have an agenda and take monthly minutes?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, please attach 2 past agendas and minutes	
Does your LSA require members to pay a fee?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, what is the fee amount?	
Has/Will/Does your LSA apply for a local grant with your District ProD or Teachers Association?		<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, amount normally received?
Does the LSA have a system (member fee, minimum number of meetings, etc) to designate a person to be an official LSA member?		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Does your LSA regularly send a representative to the District Reps Day (day before the conference)?		<input type="checkbox"/> Yes <input type="checkbox"/> No	If No, Explain why below?
<b>Please include a list of your current LSA membership. (Attached to the application)</b>			

Describe the ways your LSA has been connecting with/communicating to members in your district(s)

Describe ways in which you plan to use funding through the BCTEA grant (Send member to District Reps meeting, gather members together for collaboration on local issues, organize a district ProD workshop, etc). Please attach a separate page if needed to describe your plan.

<b>GRANT AMOUNT AND APPROVAL</b>			
(This portion to be filled out by BCTEA executive upon receipt of application.)			
Base amount: \$ _____		LSA hosting PSA Day conference in following year: \$ _____	
LSA has submitted a plan for a district or regional pro-d event: \$ _____			
LSA membership in BCTEA		1-10: _____	10-20: _____ 20+: _____
Last time LSA awarded a BCTEA grant: _____		Date discussed: _____	Approved <input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Grant Total</b>		\$ _____	