



Saskatchewan Organization  
for Heritage Languages Inc.

**2018-2019 School Year**

**HERITAGE LANGUAGE TEACHING PROGRAM  
Application for Funding**

**Overall Eligibility:**

- Saskatchewan ethno-cultural or community-based organizations teaching language classes in a school operated by a board of education, library, church, or other public facility.
- Non-profit organizations teaching a language(s) other than English or French.
- Non-profit status with Information Services Corporation (ISC) must be 'active'.
- Provide a program in which each student can receive a minimum of **50 hours** of instruction by a qualified instructor(s) between September 2018 and June 2019.
- Ensure that the 50 hours of instruction are specific to language acquisition and retention (religious instruction must be excluded from these 50 hours).
- Be available for unscheduled classroom visitations by SOHL representatives.
- Submit a completed Heritage Language Teaching Program Grant Application, Student/Teacher List, and Calendar no later than **September 28, 2018**.
- Only Organization - Regular Members of SOHL in good standing will be eligible to receive the grant.
- A Heritage Language School must meet the following requirements: meet on a regular basis for the sole purpose of language instruction, have a clear leader/instructor, follow a curriculum, be structured, and utilize proper evaluation methods.
- The CFR self-assessments will no longer be mandatory. However, SOHL still strongly encourages schools to continue using the templates, especially if they have no other forms of assessment in place.
- **Schools receiving funding must participate in SOHL sponsored activities: Annual General Meeting and Conference, and/or a SOHL sponsored workshop held by MLAR or SIA.**

**Payment of Grant:**

- A single issue grant payment will be released, upon approval of the signed and completed Funding Application as well as receipt of the Student/Teacher List and Calendar.
- Non-profit 'active' status with ICS will be confirmed prior to issuing the grant payment.

*Please mail applications to SOHL: 2440 Broad Street, Regina, SK. S4P 0A5; fax to 306-780-9407; or email to [sohlcoordinator@sasktel.net](mailto:sohlcoordinator@sasktel.net)*



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**DEADLINE FOR APPLICATIONS: September 28, 2018** – Late or incomplete applications or organizations with outstanding reports/accounts from previous years will not be considered.  
Please type or print legibly

**A. IDENTIFICATION**

Name of School	Bank Account Name (if different from name of school)		
Mailing Address	E-mail Address		
Contact Person	Title	Home Phone	Business Phone
Non-profit Corporation Number (mandatory)	Name of Registered Non-Profit Corporation (if different from school name)		

**SOHL will purchase Liability Insurance on behalf of the Heritage Language Schools. The Heritage Language Schools will reimburse cost of the Liability Insurance and will be deducted from the Grant payment. The cost is per classroom which is determined by:**

**total insurance cost *divided by* total number of ALL classrooms *equals* cost per classroom**

**B. SCHOOL INFORMATION**

Location of Classes	Number of Classrooms			
Day(s) of Classes (e.g.: Monday and Saturday)	Time(s) of Classes (e.g.: 10:00 am – 12:00 pm)			
Date Classes Start (e.g.: September 10, 2018)	Date Classes End (e.g.: June 14, 2019)			
Expected Enrolment: Young Youth (Age 3-18)	Older Youth (Age 19-29)	Adults (30-54)	Senior Citizens (55+)	(Total)
Language(s) of Instruction	Total Hours of Instruction per Student per Year			
Number of Instructors	Number of Volunteers/Staff			

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## C. BUDGET ESTIMATE FOR 2018/2019

### 1. Estimated Cost of Program Operation

- (a) Salaries/Honoraria \$ \_\_\_\_\_
- (b) Equipment \$ \_\_\_\_\_
- (c) Materials \$ \_\_\_\_\_
- (d) Postage, printing, advertising \$ \_\_\_\_\_
- (e) Special Events (must be related to language school) \$ \_\_\_\_\_ Specify: \_\_\_\_\_
- (f) Other (must be related to language school) \$ \_\_\_\_\_ Specify: \_\_\_\_\_
- TOTAL EXPENSES:** \$ \_\_\_\_\_

### 2. Estimated Income

- (a) Class Tuition \$ \_\_\_\_\_
- (b) Self-generated (Fundraising) \$ \_\_\_\_\_
- (c) SOHL Grant \$ \_\_\_\_\_
- (d) Resources from Sponsoring Organization(s) \$ \_\_\_\_\_
- (e) Private Donations \$ \_\_\_\_\_
- (f) Other \$ \_\_\_\_\_ Specify: \_\_\_\_\_
- TOTAL INCOME:** \$ \_\_\_\_\_
- ANTICIPATED SURPLUS/DEFICIT:** \$ \_\_\_\_\_

## D. ADDITIONAL INFORMATION

- 1) Please attach a list of all students and teachers. The age of all students must be included.
- 2) Please attach a proposed calendar for the upcoming school year. Can be a simple list of when classes are expected to be cancelled.
- 3) Primary Teaching Resources:  
Do you use a curriculum: Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, name: \_\_\_\_\_  
If no, what do you use? \_\_\_\_\_

4) **GRANT CHEQUE PAYABLE TO:** \_\_\_\_\_

## E. CERTIFICATION

I certify to the best of my knowledge that the information contained in this document is an accurate reflection of our school and operations of our heritage language program.

Printed Name

Signature

Date

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