



2020-2021 School Year

**HERITAGE LANGUAGE TEACHING PROGRAM**  
**Application for Funding**

**Overall Eligibility:**

- Saskatchewan ethno-cultural or community-based organizations teaching language classes Online or 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 language instructions by a qualified instructor(s) between September 2020 and June 2021.
- Ensure that the instructions are specific to language acquisition and retention (religious instruction must be excluded).
- 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 **December 9, 2020**.
- 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 Common Framework of Reference (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 Multilingual Association of Regina (MLAR) or Saskatchewan Intercultural Association (SIA).**



Funding provided by:

Please mail applications to SOHL: 2211 Smith St Regina, SK. S4P 2P5; fax to 306-780-9407; or  
email to [sohlcoordinator@sasktel.net](mailto:sohlcoordinator@sasktel.net)



### **Additional Eligibility:**

- Participation in the SOHL workshop (offered in Sept. 2020) entitled “Introduction to Technology in the Virtual Classroom”
- Online classes and instruction
- Extra expenses due to COVID 19 (sanitizers, masks, cleaning supplies, etc.)
- Additional equipment to offer programs within the COVID 19 health measures
- Expenses due to program cancellation (classes, festivals, workshops, facility costs)
- Purchase of additional software programming
- Cancellation/adjustments of self generating revenue (program tuition, fundraising events, community engagement)

Note: We invite applicants to attach a small write-up (point form is suggested) explaining your school operation and why the application is eligible for additional funding referencing the above points and expenses incurred.

Additional eligibility expenses will be reviewed and calculated once all applications are received before the **Dec. 9, 2020 deadline.**

### **Ineligible expenses:**

- Events/programs completed and expenses incurred before the Government of Saskatchewan Declaration of State of Emergency on March 18, 2020
- Organizational deficits
- Cash prizes, gifts or purchase of food and/or alcohol
- Capital expenses including construction, renovation or repairs
- Activities that exclusively promote definable political/religious viewpoints
- Activities that do not follow Saskatchewan Public Health Guidelines.

### **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 ISC will be confirmed prior to issuing the grant payment.



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**DEADLINE FOR APPLICATIONS: December 9, 2020** – 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.**

**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, 2020) \_\_\_\_\_ Date Classes End (e.g.: June 14, 2021) \_\_\_\_\_

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 \_\_\_\_\_



C. BUDGET ESTIMATE FOR 2020/2021

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