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**Blanche E. Snell Estate Fund**

**Application Form**

# **OTF International Assistance Committee**

Suite 100, 10 Alcorn Avenue

Toronto, ON M4V 3A9

Telephone: 416.966.3424, 1.800.268.7061

FAX: 416.966.5450

**www.otffeo.on.ca**

[international.assistance@otffeo.on.ca](mailto:international.assistance@otffeo.on.ca)

## Eligibility

The Ontario Teachers' Federation provides assistance under the broad concept of grants in aid to nationals of developing countries. The underlying premise of such individual aid is that the visiting student or educator will return to his or her own country and contribute to education in that context.

The intent of the Blanche E. Snell Estate Fund is to assist foreign students or educators who are temporarily engaged in an educational venture in this province. Such assistance may include travel inside or outside of Ontario as well as other educational needs.

Grants are made from accrued interest of the Fund. The dimensions of the grants will vary according to individual requests, though most grants fall in the region of $500 - $700. The number of grants will also vary, according to disbursable income and the number of

requests approved.

This application will be considered at the next regular meeting of the OTF International Assistance Committee. This committee may consult with your Program Director or an appropriate official at your educational institution.

**There are no deadlines for receiving completed applications.**

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| Complete all sections of this application for assistance from theBlanche E. Snell Estate Fund and submit the form to: |
| OTF International Assistance Committee  Suite 100, 10 Alcorn Avenue  Toronto, ON M4V 3A9  Telephone: 416.966.3424, 1.800.268.7061  FAX: 416.966.5450  [international.assistance@otffeo.on.ca](mailto:international.assistance@otffeo.on.ca) |

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| **Name of applicant** | |
| **Mailing address** *(include postal code)* | |
| **Telephone** *(during the day)* | **Email address** |
| **Educational institution with which you are presently associated** | |
| **Brief description of program in terms of your own involvement** | |

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| **Reference**  *Contact information of your Program Director or other appropriate official at your educational institution (name, address, telephone, e-mail)* |
| **Particulars of the conference, workshop, travel-study program for which you require support, or other assistance that you are seeking through this grant** |
| **Brief description of how the activity or need above relates to your present program of study** |
| **Budget Details** *(fees, travel, accommodation, per diem expenses, etc.)* |

**Please enclose a photocopy of your student visa with your application.**

**Signature**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**Date**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_



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| Terms of Reference for the Administration of the Blanche E. Snell Estate Fund |

1. Those eligible to receive grants from this Fund shall:

* be students at a recognized educational institution (in Ontario) or be on a recognized educational program in Ontario;
* be citizens of a developing country whose nationals would normally be eligible for assistance from the International Assistance Committee of OTF;
* have indicated their intention to return to their country of origin to work in the field of education, whether in the classroom, in educational administration, or in teacher-organization work;
* have a recommendation from a person in a position of authority at the institution at which they are studying, indicating that their academic progress is satisfactory; and
* be approved by the OTF International Assistance Committee.

1. A grant from this Fund shall normally be used:

* for purposes immediately resulting from the educational activity which the recipient has undertaken or wishes to undertake, for essential travel costs and for living expenses;
* to broaden the recipient's knowledge of the geography, life and culture of Canada;
* to provide amenities that would enrich the recipient’s stay in Canada; and
* to make possible experiences which would enhance the value of the educational experience in Canada and contribute to the effectiveness of the individual on return to his/her own country.

**The Committee shall also have the discretion to authorize attendance at conferences in Canada or in the United States.**

**C.** The Blanche E. Snell Fund shall be administered by the OTF International Assistance Committee,

and the Committee shall:

* determine how monies from the Fund shall be distributed, and to whom; for purposes of the Committee's deliberations, a **"developing country"** shall be designated (or defined) in the World Development criteria determined by the Government of Canada;
* be authorized to decide at its own discretion to give money, in extraordinary circumstances, for purposes that do not fall strictly under the Terms of Reference;
* authorize the secretariat member, after consultation with the Committee Chairperson, to award higher amounts in case of emergencies or exceptional circumstances; and
* consider re-application under this Fund, but priority will be given to applicants who previously have not benefited.

**D.** The Secretariat member responsible for International Assistance shall:

* make known the existence of the Fund to the principal or chief officer of institutions which have students who would be eligible under section A to receive money from this Fund and to the staff members of international centres on the various campuses; and
* after consultation with the Chairperson of the OTF International Assistance Committee, be authorized to award additional money from this Fund for the assistance of foreign students in emergency situations.

**E.** Written applications for a grant from the Fund shall be submitted to the OTF International Assistance Committee.

**F.** The Fund shall be invested and administered by the OTF Secretary-Treasurer.

**G.** Normally, only the interest from the Fund shall be used each year; the OTF International Assistance Committee may, on occasion, use a portion of the capital with the approval of the OTF Executive.