

EDUCATION AND LEISURE FUND (ELF)

Please read the criteria carefully:

- Applicants can only receive funding every three (3) years.
- Must be a consumer of mental health and/or addictions services in the City of Vancouver.
- Must be a resident of the City of Vancouver.
- Applicants **MUST** provide a **BRIEF** letter of intent indicating their plan in taking and completing the course/activity and **how they will cover the cost if over \$400.** Case Managers are welcome to assist with this process and provide a letter of support.
- **Applicant must have a local phone number and be able to return a message within 48 hours.**
- Applicants can register for courses up to or exceeding \$400.00, however, applicants are responsible for all costs exceeding \$400.00. **An explanation of how the costs in excess will be covered must be provided.**
- **Course Registration is the applicant's responsibility.**
- Monies are paid to educational institute or leisure centre directly. Reimbursements are not issued.
- The fund **does not** cover equipment/supply costs (e.g.: skates, instruments, books, transit passes, fitness clothing, etc).
- We do not fund subscription based (recurring payment) programs.
- Registration for courses must be completed by February 28 of the next calendar year otherwise, the funding is forfeited.
- Completed applications are randomly selected. Successful applicants may be asked to complete a short survey regarding the bursary process.
- The maximum funds covered by the bursary is up to \$400.

**Registration for courses must be completed by the next
February 28. Otherwise, the funding is forfeited.**

Application forms are available at all VCH mental health and addictions teams, units and agencies, and VCH central office, #200-520 W.6th Ave., at reception, and on-line at:

www.spotlightonmentalhealth.com/elf

CIF EDUCATION AND LEISURE FUND APPLICATION

Please attach your brief letter of intent and/or letter of support to this application.

Applications are randomly selected. Incomplete applications will be disqualified.

PLEASE PRINT CLEARLY

PERSONAL INFORMATION (Must be a resident of Vancouver)			
Name:		Gender:	Age:
Address:			
City:	Postal Code:		
Phone #:	E-mail:		
Education:	< high school trade certificate	high school diploma	some post-secondary university degree
Employment:	full time	part time	not employed
SCHOOL/ORGANIZATION INFORMATION (required):			
Name:			
Address:			
City:	Postal Code:		
Phone #:	E-mail:		
Contact :			
Course Description:			
Course #:(if applicable)	Student #:		
Tuition Fees & Taxes:			
<i>Note: this bursary is a maximum of \$400. If tuition is over \$400 include a letter detailing you will cover the excess cost.</i>			
Start Date:			End Date:
Have you accessed these funds before?	If YES, when:	No	
How did you learn about this fund?			
Do you have lived experience with:	mental health	substance use	

Deliver this **COMPLETED** application form
& accompanying letter(s) to:
Consumer Initiative Fund Office – Attn: ELF
200 – 520 West 6th Avenue,
Vancouver, B.C. V5Z 4H5
Or by fax: 604-874-7661
Or e-mail: megan.brummitt@vch.ca

If you have any questions about the
bursary or problems filling out the
application form please contact:
Megan Brummitt
604-730-7675 or
megan.brummitt@vch.ca