



Saskatchewan PeriOperative Registered Nurses' Group EDUCATIONAL FUNDING GUIDELINES

1.0 PURPOSE OF THE FUND

To provide financial assistance to SORNG members in their efforts to meet their educational goals.

2.0 RECOMMENDED ALLOCATION OF FINANCIAL ASSISTANCE

\$ 50 - 200	Certification
50 - 75	Provincial Conference/Workshop
75 - 100	Out-of-Province Provincial Workshop
100 - 150	National Conference
150 - 250	International (World) Conference

❖ Amounts depend upon funds available

3.0 FINANCIAL ASSISTANCE – INFLUENCED BY:

- 3.1 Number of applicants.
- 3.2 Other financial assistance requested and/or granted. Total funding is not to exceed hotel, registration, and transportation costs.
- 3.3 Previous education or bursary funding granted by the SORNG. A list is kept of applicants and recipients; priority is given to new applicants.
- 3.4 Active participation in SORNG (active participation means members of committees and executive, conference planning committees, attendance at local and provincial meetings)
- 3.5 A minimum meeting attendance of at least 1 AGM every two years is required.
- 3.6 Length, place, and content of course/workshop/conference. Canadian programs are given priority.
- 3.7 Number of years of SORNG membership (*minimum two consecutive years in the immediate years prior to application for funding is required*).

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- ❖ Financial assistance is not available for salary replacement.
 - ❖ Education Committee members will not be excluded from applying for educational funds.

4.0 APPLICATION PROCESS

- 4.1 Request for funds is to be submitted to a member of the Educational Funding Committee a minimum of 6 weeks prior to the event (*late applications will not be considered*); however, note that **application for certification funding** must be submitted at the time of applying to write the certification exam.
- 4.2 Applicants will be notified of the Committee's decision within two weeks of receipt of the application.
- 4.3 Funds may not be transferred until after the educational event. Proof of registration must be provided. If you are unable to attend the event you are being funded for all funding is to be returned to SORNG.
- 4.4 Committee members will consider the applications using the above criteria. Approved applications will be given to the Provincial Treasurer for payment.

5.0 RESPONSIBILITY OF APPLICATION RECEIVING FUNDING

- 5.1 Within six months, present a verbal report at a section educational session, or submit a report to "*The Circulator*." Recipients may combine their reports.
- 5.2 Willingness to be actively involved in future SORNG activities (*e.g., work on committees*).

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- ❖ SORNG reserves the right to publish names of recipients in "*The Circulator*" newsletter

**SORNG APPLICATION FORM
EDUCATIONAL FINANCIAL ASSISTANCE**

NAME: _____ SORNG# _____

ADDRESS: (street/box) _____

CITY _____ POSTAL CODE: _____

HOSPITAL/EMPLOYER: _____

DEPARTMENT: _____ POSITION: _____

SORNG INVOLVEMENT—PRESENT: _____

SORNG INVOLVEMENT—PAST: _____

Funding Request

NAME AND LOCATION OF PROGRAM:

DATE(S) OF PROGRAM: _____

REMEMBER: This application must be submitted 6 weeks prior to the program; however, application for certification funding must be submitted at the time of applying to write the certification examination.

WHY DO YOU WANT TO ATTEND? _____

Promissory Note

(Must sign)

I AGREE TO PROVIDE A REPORT TO “THE CIRCULATOR” NEWSLETTER:

or

I AGREE TO SPEAK AT EITHER A NORTH/SOUTH SECTION MEETING:

DATE: _____ SIGNATURE: _____