

Participant Application Form
Co-operative Governance School for Emerging Researchers
October 2–5, 2017
Centre for the Study of Co-operatives, University of Saskatchewan

Please note that completion of an application does not guarantee acceptance to the conference or travel funding. Attendees are responsible for ensuring they have the proper documents to attend a conference in Canada.

Part 1: General Information

First Name:	Family Name:
Nationality:	Languages Spoken:
Department:	Organization:

Contact Information	Mailing Information
Email:	Street Address:
Mobile Phone:	City:
	Postal Code:
	Country:

Part 2: Academic and Work Information

For applicants who are currently students

Current Program of Study:
College/University Program/Degree:
Year in Program:
Previous Degrees (include College and University):
Relevant Courses Taken:
Relevant Previous or Current Research:

For applicants who are currently working

Current Position:
Previous Degrees (include College or University):
Relevant Previous or Current Research/Work Experience:

Part 3: Statement of Intent (500 words maximum)

Please explain your expectations and motivations for attending this school. How does your current research or area of work relate to the topics that will be covered? Why would it be beneficial for you to attend?

Part 4: Letter of Support

Please attach a letter of support from your supervisor or a senior manager that highlights your suitability for this school, details the skills you have that would make your participation a success, and outlines why it would be beneficial for you to attend.

Part 5: CV

Please attach a current CV (two pages or less).

Part 6: Financial Information

This section is to be completed *only* if you are seeking travel support to attend the conference.

We will offer travel support to eligible applicants. Travel funding will only be issued after completion of the conference. We recognize that participants will have access to different amounts of funding to attend the school. To gauge your requirements and allow us to obtain the participation of the greatest number of highly qualified participants, please complete the following budget estimate. Provide all values in Canadian dollars (CAD).

Expense Item	Amount (CAD)	Notes
Airfare/Ground Transport		Please indicate the cost of economy class airfare, including all taxes and fees. If you will be driving, please use the following formula to estimate costs: number of km x \$0.4283/km
Transport in Home City		Please indicate the cost of travelling from your residence to the airport x 2 trips. Include parking at the airport if this is a cost you will incur.
Transport in Saskatoon	N/A	A complimentary hotel shuttle may be available for airport pick-up and drop-off if it is arranged in advance. If the shuttle is not available at the time of your arrival, a member of the Centre will pick you up. Any travel required as part of the school will be provided. The hotel is within walking distance to the university.
Accommodation	\$375	5 nights x \$75/night We have arranged for shared accommodation for participants in a hotel near campus at \$75/night. If you require an additional night due to flight availability, please adjust the calculation accordingly.
Private Accommodation		If you wish to have a private room at your own personal cost (5 nights x \$75/night = \$375), please check this box. This amount is not considered part of the funding request.
Meals — during the conference	\$57	3 days x \$19 A complimentary continental breakfast is available for those staying at the hotel. Lunch is provided each day as part of the conference. One dinner will be provided during the conference.
Meals — travel days (i.e., outside the conference)	_____ _____ _____	Please show the meals during your travel that are not covered as a part of your flight: Number of breakfasts x \$8/breakfast Number of lunches x \$14/lunch Number of dinners x \$19/supper Total
Total Expenses		Total of expense items
Funding Available		Please indicate the funding you have available to attend the conference (e.g., university travel funds, workplace contribution, self-funding)
Total Funding Requested		Total Expenses — Sources of Funding

If you have other costs associated with attending the conference, or have additional information to provide for our consideration when adjudicating travel fund requests, please provide this information below. If you are requesting additional funding, please include a detailed calculation as to how you arrived at the total.

Application deadline: 13 August 2017

Send your completed application to Darcy Overland at darcy.overland@usask.ca

If you have any questions, you can contact Darcy by email, above, or by phone at 1.306.966.8502