



# CANN ACIIN

Canadian Association of Neuroscience Nurses  
Association canadienne des infirmières  
et infirmiers en neurosciences



## Conference Funding Guidelines Alberta- South Chapter of CANN

The Alberta-South Chapter of CANN has established the following guidelines for financial assistance to promote professional development amongst our members.

1. The applicant must hold a current CANN membership and have been a member of CANN for at least one full year in order to be considered for funding assistance.
2. A member may apply for funding through CANN for up to a maximum of \$500.00 in any 12 month period.

The following criteria will be used to determine funding:

- a. If chapter funds permit, funding up to a maximum of \$500.00 may be considered for educational events that are clearly related to neurosciences nursing practice, education or research. Priority will be given to those members attending the CANN Annual General Meeting.
  - b. Applications will be accepted from 1 month prior to no later than 3 months after the date of the event.
  - c. Cost of registration, accommodations, and travel expenses will be taken into consideration, as well as the amount of funding from other sources. Other funding sources (e.g. employer, ARNET, etc.) and the dollar amounts must be disclosed on the application form.
  - d. Member has achieved at least 100 points within the 2 previous consecutive membership years.
3. The applications will be reviewed by the councilor, treasurer and at least one other AB-South CANN member and approved based on the point system. **Applications will not be considered if handed in more than 3 months after the educational session.** Consideration may be given to special or unusual funding applications at the discretion of the chapter executive.
  4. Original receipts from financially assisted sessions must be handed into the councilor or treasurer within two months of the event. Approved applicants must provide proof of registration to the councilor or treasurer before funds are released.
  5. For any funding received, the applicant will be expected to actively participate in upcoming CANN activities (i.e. presenting on a neuroscience related topic at a CANN meeting, volunteering to assist with workshops or coordinating events).
  6. A minimum balance of \$2000.00 is to remain in the chapter bank account as seed money for fundraising and sponsorship of upcoming events the following year.

Conference Funding Guidelines  
Alberta-South Chapter of CANN

ACTIVITY	POINTS	AMOUNT
Attendance at monthly meetings	10 for each meeting attended	
Presentation at a monthly meeting	15	
Enlists new member(s)	10 name member	
Attendance at National meeting	10	
Attendance at CANN sponsored educational session	10	
Presentation at CANN sponsored educational session	20	
Presentation at National Meeting	25	
Publication on a Neuroscience related topic	25	
Active involvement in planning local workshop day or other CANN activities	20 per event	
Current CNA Certification in Neuroscience Nursing	20	
Actively involved in CANN national activities (e.g. Board of Directors, committee work)	20	
Actively involved in CNA work associated with Neuroscience Nursing (e.g. CNN(C) examination committee, item writing, etc)	20	
Total Points		



Alberta-South Chapter of CANN  
**Application for Funding**

The following application form must be completed and submitted to the councilor no later than 3 months following the actual date of event. ***Applications received after the deadline will not be considered for funding.***

**SECTION 1:**

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Phone Number: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
Employer and Position: \_\_\_\_\_  
CANN Membership #: \_\_\_\_\_  
Member of CANN since: \_\_\_\_\_

**SECTION 2:**

- a) Title of event: \_\_\_\_\_
- b) Amount of funding being requested: \_\_\_\_\_
- c) Funding information:  
Registration: \_\_\_\_\_  
Accommodation: \_\_\_\_\_  
Travel: \_\_\_\_\_  
Other (please specify): \_\_\_\_\_  
Total Funds Requested: \_\_\_\_\_
- d) Have you applied for and/or received financial assistance from any other source?  
Yes No  
Please specify other funding sources: \_\_\_\_\_  
Please specify the amount you are receiving from other sources: \_\_\_\_\_

**SECTION 3:**

a) Please specify the dates of CANN chapter meetings attended in the last 2 years:

\_\_\_\_\_

b) Have you presented at a CANN chapter monthly meeting? Yes No

Please specify date and title of presentation: \_\_\_\_\_

c) Have you attended a CANN chapter education day? Yes No

Please specify date: \_\_\_\_\_

d) Have you presented at a CANN chapter education day? Yes No

Please specify title and date: \_\_\_\_\_

e) Have you attended the CANN Annual General Meeting? Yes No

Please specify date: \_\_\_\_\_

f) Have you presented at the Annual General Meeting? Yes No

Please specify title and date: \_\_\_\_\_

g) Have you been actively involved in planning a local workshop day or other CANN related activities? Yes No

Please list activity involvement: \_\_\_\_\_

h) Do you have CNA certification in Neuroscience Nursing? Yes No

Please list date of certification: \_\_\_\_\_

Certification Number: \_\_\_\_\_

Member Name (please print): \_\_\_\_\_

Member signature: \_\_\_\_\_

Date: \_\_\_\_\_

*Please submit your funding application to:*

*Christianne Krassman, Councilor Alberta-South Chapter  
Room 1147 PCU 111  
Foothills Medical Centre  
1403 29<sup>th</sup> Street N.W.  
Calgary, AB T2N 2T9*

**Thank you!!**