



General Information About APIRG Funding Categories

The Alberta Public Interest Research Group

APIRG Mission Statement

APIRG is a student-run, student-funded, non-profit organization dedicated to research, education, advocacy, and action in the public interest. APIRG exists to provide students with resources to be active citizens.

APIRG Funding Categories

- **Working Group:**

Working Groups are collectives of students and community members who work together on an issue. WGs are required to maintain a membership and hold regular meetings. WGs may focus on research, events, actions, publications, and other diverse activities. WGs tend to have long-term goals with activities and membership that continue beyond the current academic year. APIRG expects that a WG will require many of the services that APIRG provides, and will make an effort to use them. WGs must maintain a membership that includes U of A undergrad students. Reciprocation between APIRG and its Working Groups is essential. Working Groups are expected to have regular communication with APIRG staff and board members, and are required to submit quarterly and year-end reports. Specific requirements are outlined in the Working Group Agreement and Terms of Reference

- **Event and Project:**

This category provides one-time funding and support to help groups and individual students to:

- Organize a speaker or speakers series with specific start and end dates
- Organize an event or series of events with specific start and end dates
- Undertake a project with specific start and end dates (e.g. publish a research project)

- **Conference and Training:**

This category provides one-time funding and support to help students attend conferences or training sessions. Funding may be provided to assist with such things as registration or transportation.

*Note that a group **may not** apply to this category. Group representatives **must** apply individually.

Deadlines

Please see the website (www.apirg.org) or contact the office at for upcoming deadlines.



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Application Process

1. Determine which of the above categories you wish to apply to.
2. Acquire the appropriate forms from the website (www.apirg.org) or the APIRG office.
3. In your proposal, include as much information as possible about what types of support you require from APIRG. (e.g. funding, office support, webspace, access to the buttonmaker, etc) Funding requests **must** include a clear and complete budget.
4. Submit your proposal to APIRG. While hard copies are accepted, **electronic copies are preferred**. Email them to apirg@ualberta.ca.
5. An APIRG staff or board member will contact you to set up an interview, usually within a week of the application deadline.
6. At the interview, you will be asked to make a brief presentation (about 5 minutes) about what you need from APIRG. This will be followed by a question and answer period.
7. The APIRG funding committee will review your proposal and make its recommendations to the APIRG board. You will be notified as soon as possible about the board's decision. Please allow 4 to 6 weeks for processing.

Please contact the office with any questions, comments or concerns at 492.0614, apirg@ualberta.ca or drop by 9111 HUB International.