**BURSARY APPLICATION FORM**

**CCEA & CHAMBERS PLAN**

The Chamber of Commerce Executives of Alberta (CCEA) and Chambers Plan each provide financial assistance for Alberta Chamber professionals to attend the CCEC national conference.

Save the date: October 7-8, 2025 in Mississauga, ON

New this year, Chambers Plan and CCEA have merged their bursary applications to simplify the application process. There are eight $1000 bursaries available for Alberta Chamber professionals.

CCEA is providing 5 $1000 bursaries as a legacy to honor the memory of Chamber Executives we have lost:

1. Irven Snider (Ponoka and Alberta Chambers)
2. Pat Tenney (Lloydminster Chamber)
3. Peggy Lapinski (Alberta Chambers)
4. Cindy Taschuk (Rocky Mountain House Chamber)
5. Kelly Carson (Cochrane Chamber)

Chambers Plan is providing three $1000 bursaries.

**Applications are due by July 4, 2025. Successful recipients will be notified by July 18, 2025.**

**Bursary Eligibility:**

1. Applicants must be employed with a Chamber of Commerce or Board of Trade in Alberta.
2. Applicants must be members of CCEA and CCEC. Membership is available free of charge.
3. There is a limit of one bursary awarded per Chamber. Chambers that have not received a bursary to attend CCEC in the last 3 years will receive stronger consideration.
4. Applicants must have approval to attend the event from their Board of Directors. A letter of support from the Board Chair, or other Board representative must accompany the application.

Bursaries are awarded at the discretion of CCEA and Chambers Plan, and we reserve the right to not award any bursaries from the submissions received.

**Eligible Expenses:**

The bursaries may be awarded each year, up to a maximum amount of $1000 to cover conference registration fees, hotel accommodations and travel expenses. Eligible travel expenses may include flights, parking, meals and fuel. We will not pay mileage, but will accept fuel receipts as an eligible travel expense.

**Bursary Application Process:**

Applications are due by July 4. Successful recipients will be notified by July 18.

Receipts must be submitted by October 31, 2025.

If you have received a Chambers Plan bursary, receipts must be submitted to: Elissa LaLiberte, Chamber Relations Manager: [elissa@prteam.ca](mailto:elissa@prteam.ca)

If you have received a CCEA Legacy bursary, receipts must be submitted to: Deneen Belliveau, Executive Director of CCEC: [ExecutiveDirector@CCEC.biz](mailto:ExecutiveDirector@CCEC.biz)