

How to Apply

A request for financial assistance must be accompanied by a completed "Request for Contribution" form. This form can be obtained by writing to the following address:

Disarmament Fund Secretary
Arms Control and
Disarmament Division
Department of External Affairs
125 Sussex Drive
Ottawa, Ontario
K1A 0G2

10 The "Request for Contribution" form should be completed in as much detail as possible. This information, along with a detailed budget enumerating other sources of funding and a breakdown of how the funds requested are to be utilized, is essential for the consideration of any request. A list of confirmed speakers at conferences and the finalized programmes are also required.

The *Disarmament Fund Grants and Contributions Committee* meets periodically to consider requests for funding and consists of the Ambassador for Disarmament, the Director General of the International Security and Arms Control Bureau, the Director of the Arms Control and Disarmament Division and the Secretary of the Disarmament Fund (or those acting in their place). To ensure the best return for funds granted, each application is evalu-

ated by the Committee in a manner consistent with Canadian Government objectives on the basis of utility in promoting the balanced discussion of arms control and disarmament issues in Canada, as deemed appropriate by the Committee.

The normal turnover period for applications can be up to two months so submissions should be made well in advance of the actual date of the activity.

An important factor in determining the degree of public interest in and support for an activity, as well as the amount of a contribution from the Disarmament Fund, will be the extent to which funding has been obtained from alternate sources.

