**2026 PPTI APPLICATION FORM**

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| **How to Apply for PPTI 2026**  Return a completed copy of this application form, accompanied by your resume/CV and a letter of support from your Executive Director or Board Chair committing your time to attend the sessions and complete your assignments. Complete applications can be emailed to ppti@maxbell.org. Applications are due October 10, 2025. |

Please complete all five components of this application form and return it **via email** to **ppti@maxbell.org**

**PLEASE SUBMIT THIS FORM IN .doc OR .docx FORMAT (NOT .pdf)**

* Please ensure that the filename(s) of all documents you submit include your surname (e.g., SmithApplication.docx).
* Please ensure that you complete and send all **five** components of the application detailed below.
* Application Deadline: **October 10, 2025, 5:00 pm Mountain Time**
* Successful applicants only will be notified by November 7, 2025.

**(1) Letter of Support (use separate document)**

Participation in the Public Policy Training Institute will require in person attendance at two 2-day sessions and four 1.5-day sessions between January and June of 2026. Participants will also require a modest amount of time to undertake a public policy project within your organization. Please email to us a letter of support from either the Chief Executive or Chair of the Board of your organization. Please ensure the filename includes your surname (e.g., SmithSupportLetter.docx)

**(2) Include a copy of your resume / curriculum vitae (use separate document)**

If necessary, you may use .pdf format for your resume / CV. Please ensure the filename includes your surname (e.g., SmithResume.docx)

**(3) Personal Details (use this form)**

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| **Surname:** |  |
| **First Name:** |  |
| **Salutation (Mr./Ms./Dr.)** |  |
| **Applicant’s Work Location (City, province):** |  |
| **Applicant’s Dietary Restrictions:** |  |
| **Job Title:** |  |
| **Organization Name:** |  |
| **Organization Mailing Address (include postal code):** |  |
| **Telephone:** |  |
| **Email:** |  |
| **Organization web site:** |  |
| **Charitable Registration Number:** |  |
| **Annual Budget of Organization:** |  |
| **Organization’s Mission:** |  |

**(4) Statement of Interest (use this form)**

* Summarize your professional background.
* Summarize the main activities of your organization.
* Explain your current interest in public policy.
* Summarize your personal learning goals for the PPTI.
* Summarize the goals of your organization that would be met by your participation in the Training Institute.

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| **Statement of Interest** |

**(5) Your Public Policy “Ask” (use this form)**

During the Public Policy Training Institute, participants complete a number of assignments based on a real life example of a public policy “ask.” A public policy ask is a specific, actionable request made of government. Examples appear below.

Outline the public policy ask you would be or could be leading on behalf of your organization during the PPTI. We say *would or could* because in some cases, organizations will in reality be working on policy asks. In other cases, we will accept public policy asks that your organization *could* be working on, based on its mission and strategies.

A few important pointers:

* Be as specific as you can at this point (e.g., not “reduce poverty,” but “increase minimum wage from X to Y over Q years”).
* It doesn’t have to be perfect. It likely won’t be. Over the course of the PPTI you will be asked to refine this ask several times.
* We are not likely to admit participants whose “ask” is simply a request for funding from government.

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| **Your Public Policy “Ask”** |

**Examples of Public Policy Asks**

* offer tax credits to sponsors participating in the Private Sponsorship Refugee program
* ensure Alberta Health Services guidelines support restaurants, hotels, catering firms, and institutions to donate their surplus prepared food
* ask the Ministry of Public Safety and Emergency to create a policy for the provision of religious diets for all inmates in all eight of Alberta’s provincial prisons
* retrofit an established Alberta Health Services ID program into Provincial Remand Facilities to ensure that Government-Issued Photo Identification replacement is easily attainable and accessible by vulnerable Albertans who want to access community services and supports
* adopt coercive control as a criminal offence in the Criminal Code of Canada to ensure that domestic violence survivors and service providers are involved in implementation of effective domestic violence reduction measures
* amend operational policy for provincial correctional institutions to make access to treatment for opioid use disorder available for any incarcerated person that is medically eligible and consents to treatment
* develop and implement a universal pan-Canadian mental health counselling service that is free, accessible, and easily available anywhere in the country.
* make the necessary policy changes to ensure that students in Alberta are provided a comprehensive sexuality education program delivered through the Alberta Education curriculum from grades 4-11
* secure a federal government commitment to the regular collection of actual prevalence rates versus simple reporting rates regarding child sexual abuse
* increase the amount of affordable housing through a suite of policies, including tax breaks for landlords who provide below-market and Host Homes suites, incentives for builders to include affordable geared-to-income units in multi-unit complexes, and tax incentives for home-owners to create 'granny suites' for geared-to-income housing
* create new legislation that enables the creation of a legal structure for the purpose of social enterprise
* work towards the implementation of publicly funded, full-day kindergarten for five year olds in Alberta, focused on the child’s social, emotional, physical and intellectual development
* implement protected area status and legislate the Castle Special Place as a Wildland and Provincial Park
* incorporate specific and measurable road density thresholds in the South Saskatchewan Regional plan, that accord with those recommended by the Alberta Grizzly Bear Recovery Plan
* create and lead a *Highly-skilled Volunteer Engagement Program* to build the knowledge and operational capacity of non-profit organizations across Alberta to better attract and engage highly-skilled volunteers
* have the Services Delivery Division of Alberta Employment and Immigration implement a pilot project in Calgary to assess the impact of a comprehensive benefit and service delivery design on homelessness prevention