**LSS Club Funding Application**

This form should be returned to the LSS VP Finance either by hard copy (place in envelope and delivered to the LSS office) OR electronically by email at: vpcomms.lss@lakeheadu.ca

**Basic Information**

Name of Club: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

**Executive Members/Committee Members:**

| Name | Position | Email |
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**All individuals named above have read and understand the current LSS Constitution (please check box). Please visit the LSS website: website:**

[**http://www.lakeheadlss.com**](http://www.lakeheadlss.com) **to find a copy of the Constitution.**

**Details**

Amount of money requested: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**\*\*\*N.B. The maximum amount requested cannot exceed $400.**

Please indicate whether your club has LUSU club status. If so, please indicate whether you have applied for/received any LUSU funding, and the amount of LUSU funding received: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please give a brief description of independent fundraising efforts (if applicable):

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**Request for Funding**

To receive funding, the club applying must be ratified by the LSS Board of Directors. As part of completing this form, clubs must submit a proposed budget. Funding will be held in trust by the LSS Board of Directors and will be reimbursed to individual club members upon receiving proof of expenditure. You must include a breakdown of expected costs and income for the year at issue. Each year, clubs will have to re-submit their funding proposal and annual budget for review and approval. Funding recommendations will NOT be made if clubs do not submit a budget. Please note that funding is subject to the unanimous vote of the LSS Board of Directors who reserve the right to deny funding following a review of this application package.

**Part I: Balance Sheet**

| A) Expected Revenues From Other Sources (fundraising, sponsorships, admission fees) |  |
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| **B) Expected Expenditures (All items must be particularized in Part II)** |  |
| **Total (A - B)** |  |

**Part II: Expected Club Budget**

Please include all expected expenditures for the school year. Show the breakdown of costs for each event.

| Item/Service | Description | Cost Per Item  (If applicable) | Total Cost |
| --- | --- | --- | --- |
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| **TOTAL** |  |  |  |