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**2023-2024 MLSA Additional**

**Group/Club Funding Application**

**This application is for additional MLSA student group funding.**

**PLEASE NOTE:** The MLSA provides funding on a reimbursement basis. Funds are not distributed until the MLSA receives receipts. Limited exceptions may be considered on a case-by-case basis.

Please provide the information requested below. Your Club’s application will be evaluated based on the responses you provide. For information regarding additional group funding, **please see Article 12 of the Group and Committee Regulations before applying**.

**The additional funding application must be submitted during the Fall Term**.

**Please email your group’s completed form in a PDF file to sharpes@myumanitoba.ca by December 23, 2023.**

If you require further assistance, please contact Selene Sharpe, the MLSA Vice-President Internal, at [sharpes@myumanitoba.ca](mailto:sharpes@myumanitoba.ca).

**There are four parts to this application:**

* Part A: Application Information
* Part B: Group Budget
* Part C: Explanation
* Part D: Agreement

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**Part A:**

**Application Information**

**Part A – Application Information:**

|  |  |
| --- | --- |
| **Information for Application** | |
| As per Article 12 of the MLSA Club and Committees Regulations, ratified and previously ratified MLSA student groups can apply for additional funding from the MLSA.  Funding requests below $500 will be directed to the Group Governance Committee, chaired by the Vice-President Internal. Requests above $500 will go directly to the MLSA Executive, and can be expected to be heavily scrutinized.  **Note that reimbursement will occur upon conclusion of the event.**  Student groups in bad standing will not be considered for MLSA funding. | |
| **Main Application Information** | |
| Student Group Name: |  |
| Date Submitted: |  |
| Funding Amount Requested: |  |
| **Contact Information** | |
| Contact Person: |  |
| Position/Title: |  |
| Phone: |  |
| E-mail: |  |

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**Part B: Group Budget**

**Part C: Explanation**

**Part B – Group Budget:**

|  |  |
| --- | --- |
| **Expected Revenues** | |
| **Revenue Description** | **Estimated Amount** |
| 1) |  |
| 2) |  |
| 3) |  |
| 4) |  |
| 5) |  |
| **Expected Expenses** | |
| **Expense Description** | **Estimated Amount** |
| 1) |  |
| 2) |  |
| 3) |  |
| 4) |  |
| 5) |  |
| **Expected Profit/Loss:** | |

**Part C – Explanations**

Article 12 (6) outlines the criteria which will be considered when assessing your additional funding application. Below, please outline why/how your request is in accordance with your group’s mandate, and how it can benefit the student body.

*Please write your answer here…*

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**Part D: Agreement**

**Part D – Agreement:**

We recognize and acknowledge that the granting of MLSA Club Funds are solely and entirely within the discretion of the MLSA Group Governance Committee, and that it is a privilege (not a right) to receive funding through the MLSA Club Fund. We promise that any funds received by us will be used only for the purpose described above in this application. We further promise and agree that if we use these funds for any purpose other than as described above, that we will repay those funds to the MLSA Club Fund immediately and in full. We recognize and agree that while any funds that are required to be repaid under this section are outstanding we will cease to be a Club ratified under the Manitoba Law Students’ Association in good standing for as long as the funds remain unpaid.

The MLSA, its officers, and its members may or may not agree with the purpose or outcomes associated with any particular funding grant application. Approval of funding grants means only that the applicant has met the eligibility criteria, and not that the MLSA, its officers, or its members endorse the particular activity. Any risk or liability resulting from travel is the traveler’s responsibility. The MLSA and the MLSA Group Governance Committee will not investigate the safety of any activity for which a member is seeking funding through the MLSA Club Fund. Members will be solely responsible for their own safety while on such activities and will be required to release the MLSA for any liability whatsoever for injury, accident, death, or harm suffered by said members while participating in funded activities.

We, the executive of \_\_\_\_\_\_\_\_\_\_\_\_\_ student group have read and understand the above:

|  |  |
| --- | --- |
| Executive 1 | |
| Name: |  |
| Position: |  |
| Signature: |  |
| Executive 2 | |
| Name: |  |
| Position: |  |
| Signature: |  |
| Executive 3 | |
| Name: |  |
| Position: |  |
| Signature: |  |

To reduce the need to meet in person, please type the name of each executive in place of a “signature” and ensure that each of them is copied on the email submitting these documents.

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**For MLSA Office Use Only**

Approved: YES NO

Amount Approved For: $

|  |  |  |
| --- | --- | --- |
| **Name** | **Signature** | **Position** |