

Standard Practices and Procedures

Rev 1.0 25 May 2017



LCCRA Program Funding

1.0 Scope

This policy covers the eligibility, and procedure for applying and granting funding for LCCRA sanctioned programs.

2.0 Eligibility

- 2.1 Funding is only available to LCCRA Members.
- 2.2 Funding is only available for activities which are approved by the LCCRA executive.
- 2.3 Activities which are eligible for LCCRA funding must be advertised and available to all LCCRA members.

3.0 Funding Application.

- 3.1 A request for funding must be submitted for approval prior to committing any funds.
- 3.2 The request for funding must be accompanied by a detailed estimate of the cost involved.
- 3.3 Application for funding must be submitted using the application form found in Appendix 1

4.0 Approval of funding.

- 4.1 The LCCRA will review the funding request and approve or deny the request within a reasonable time frame.
- 4.2 The LCCRA executive will not unreasonably withhold funding but reserves the right to deny funding without explanation.

5.0 Dispersement of funds.

- 5.1 Funds will be dispersed upon the presentation of valid receipts or written estimates of cost.



LCCRA Loyalist Country Club Residents Association

Event Financial Support Application: Date: _____

Name of the organizer: _____

Address: _____ Phone No. _____

Amount of financial support requesting: _____

Date of proposed event: _____

Brief explanation of the proposed event: _____

Signed by Applicant: _____

Submit this request to webmaster@lccra.ca

Approved by the LCCRA executive on: _____ *Initial:* _____