The Catholic Women's League of Canada
BC & YUKON PROVINCIAL LEAGUE DEVELOPMENT FUND
Application Form for Event

Date of Application _____

(To apply for funds, we prefer that you send the completed form two months prior to hosting your workshop. If this is not possible, later applications will be considered. Please refer to the Fund Guidelines at the BC & Yukon Provincial Council website for information on the nature of events that qualify for funding.

Name of Council applying for the funds: _____

Diocese: _____

Total amount of subsidy requested $ _____ (bring forward from page 2)

Name of Contact: _____ Position: _____

Address: _____

Phone No.: _____ Email: _____

WORKSHOP DETAILS

Name(s) of facilitator(s) include CWL title and level if applicable _____

_____

_____

Place: _____ Date: _____

Topic: _____

Estimated Number of Attendees: _____

Parish Councils Attending: _____

_____

Please complete (check as many as apply)
This workshop qualifies on the basis of:

- **Visiting parishes without councils to promote the League**
- **Assisting parish councils with organizing or reactivating**
- **Promoting League leadership training**
- **Providing a spiritual development opportunity**
- **Educating members using CWL resources**

I _____ attest that this application fulfills the criteria for the League Development fund. The event will not generate revenue of a surplus to the host council's benefit. If the event is in conjunction with standard League executive meetings or conventions, this application does not include costs that would have otherwise been incurred to meet the obligations of meetings for the transaction of necessary business required by councils at any level. I will submit the follow-up summary to the provincial vice-president within two weeks of the event.

Signature of Applicant _____ Date _____

BC & Yukon Provincial Council League Development Fund Application

Event Budget Details	**Projected Expenses**
CWL Supplies from National Office (attach itemized list))	**$**
Facilitator Expenses:	
Honorarium **(for non-member presenters only)**	**$**
Meals	**$**
Travel	**$**
Accommodation	**$**
Transportation Costs for Members or other Attendees (attach detailed estimate. Transportation for executive, voting and accredited delegates to attend is not an allowable expense if held in conjunction with an executive meeting or convention)	**$**
Facility Costs (e.g. Rental, Audio Visual)	**$**
Printing (of workshop materials only)	**$**
Other (Please itemize)	**$**
Total Anticipated Expenditures	**$**
Less: Anticipated Revenue from Registration Fees or Other Funding	**$**
Total Subsidy Requested	**$**

Signatures of:

Parish Council President: _____ Date: _____

Diocesan Council President: _____ Date: _____

Following approval by the Diocesan President, the application form must be forwarded to the Provincial Vice-President (email: vicepresident@bcyukoncwl.com) for review and approval with her committee.

Notices of approval will be sent by the Provincial Vice-President to the successful applicant. A Report Form for actual costs will accompany the notice of approval. Any unused funds provided in advance should be returned to the Provincial Treasurer. treasurer@bcyukoncwl.com

Unsuccessful applicants will be informed of the reason(s) for the decision.