**AUS Grant Fund Application**

The AUS Grant Fund Committee supports special projects that enhance student life. Any club can submit an application for funding to make their idea a reality. The fund is financially supported by the Arts Undergraduate students at Wilfrid Laurier University.

To be eligible for funding, projects must provide increased opportunity for students to engage in activities leading to improved personal health & wellness, leadership development, cultural development; or provide increased opportunity for students to engage each other and their environment in a culture of learning outside of physical classroom space.

Preference is given to projects funds for a one-year commitment, and with an impact on a significant number of undergraduate students on your campus.

Want to get a jump start on your idea? Here’s how to apply for the AUS Grant Fund Committee:

**STEP ONE:** Get some support from your Arts Undergraduate Society. We’re here to help your applications shine. Reach out to any of these helpful folks if you need a hand.

**Nicole Molina, President**

president@auslaurier.ca

**Alexandra Meredith Shovlin, Grant Fund Director**

alexandra.shovlin@auslaurier.ca

**Step Two:** Fill out the online form here. Click the box that states that you’re not associated with any academic department at Laurier. This means the Arts Undergraduate Society will be the ones to manage the funds of the project.

**Step Three:** Provide us with a brief summary of your project and how it will enhance student life. Are you working with other people or groups on this project? Let us know who they are. Include your proposed budget for the project, including all revenue and expenses, so we know how much you need from the AUS Grant Fund Committee to cover the costs. Also tell us if you’ve applied for other sources of funding for your project.

The AUS Grant Fund is designed to be a one-time gift. If your project is intended to continue multiple times, it will need to be self-sustaining or you’ll need to find alternative funding. The Grant Fund is a great way to help get your project off the ground

**Application Agreement**

The AUS Grant Fund Committee may take on average 3 weeks to review applications. Please take that into consideration when planning for your event.

Applications will be accepted on a continual basis between mid-September and March.

The Committee will begin reviewing applications in October.

AUS Grant application updates or appeals are not permitted after the event date.

The AUS Grant Fund Committee reserves the right under rare circumstances to modify the granted amount to what is believed to be reasonable and attach contingencies to be able to receive the granted funds.

There must be a clear rationale provided in a grant application why the AUS Grant Fund Committee rather than other organizations (i.e. Student Life Levy) is the best choice to fund the initiative.

**The AUS Grant Fund Committee will not provide funding for the following:**

a) to “For – Profit” organizations or private foundations,

b) to cover existing budget deficits

c) for activities that could be deemed discriminatory as defined by the Ontario Humans Right Code,

d) for activities completed or costs incurred before approval of the AUS Grant Fund Committee,

**What happens When a Grant is Submitted.**

Step 1: Receipt of the Grant Fund application.

Step 2: Review by the Grant Fund Committee

Step 3: Presentation by Applicant to the Grant Fund Committee

Step 4: Communications Regarding the Grant Fund Committee

Step 5: Execution of the Grant

**CONTACT DETAILS**

Project:

First Name\*

Last Name\*

Email\*

Confirm Email\*

Phone Number\*

Department\*

Title\*

**PROJECT DETAILS**

My Project is For The\*

Project Category\*

* Athletes and Recreation
* Career Service
* Student Buildings
* Health and Counselling
* Academic Support
* Financial Aid
* Campus Safety Program

Project Summary\* (Please include a description of the project.) (min. 250 characters)

Estimated Start Date\*

Estimated End Date\*

General Enhancement of Student Life\*

**BUDGET DETAILS**

**Budget Manager**

Please note, the budget manager will be Olivia Reio, VP of Finance & Administration, Arts Undergraduate Society. Her contact information is: olivia.reio@auslaurier.ca

First Name\*

Last Names\*

Title\*

Email Address\*

Funding Request Amount\*

Budget Details\* (Provide a proposed budget for the project, including all sources of revenue and expenses. Please indicate if these expenses have been quoted by a third party and ensure HST and all related expenses are included)

Index Number\* (Club number)