

PVDA CHAPTER FUNDING APPLICATION

Under the "Guidelines for PVDA Funding Chapter Projects", Chapters can apply for a \$300.00 subsidy, which will be approved by the Chapter Committee. Requests over \$300.00 must be approved by the PVDA Board of Directors. To apply for funding after reading the above mentioned guidelines, complete the information below and submit to the Chapter Committee.

Date: _____

CHAPTER _____ **wishes to apply for \$** _____

to subsidize the Expense of the Clinic/Project: _____

The total estimated expense: \$ _____

Itemized in the following categories (for example: arena rental, lecture/clinician fee):

We will charge \$ _____ **per person for (audit, ride, etc.):** _____ (chapter member)

\$ _____ (non-members)

Clinic/Project will take place on: _____ **Time:** _____

Location: _____

Upon completion of the clinic/project the actual expense documented in writing/receipts must be submitted to the PVDA Treasurer. Only then the PVDA Treasurer will forward the subsidy check up to the amount which was approved to the estimated expense, only.

Subsidy check should be payable to: _____

The Clinic/Project procedure e.g. Insurance, advertisement prior and the report after the completed clinic/project in the PVDA Newsletter will be followed as outlined in the official current PVDA Chapter Guidelines.

Chairperson: _____ **Signature:** _____

Address: _____

Phone: (home) _____ **(work)** _____

Email: _____