

Catalyst Funds to Support Local Committees

In 2005, WUSC introduced a new way to help support local committees. All local committees are eligible to receive \$250.00 each academic year from WUSC to serve as a catalyst fund for activities on campus.

We will accept requests for Catalyst Fund support starting immediately, and will accept them up until February 1st each year.

To access catalyst funds, WUSC local committees must follow the following steps using [My Committee](#):

- 1) Tell us (briefly) how you intend to use the funds; and
- 2) Report back in early Spring on how your group used the funds. A special section for this report is included on the end of year report. **Please note** that if a report is not submitted, the committee will *not* be eligible for Catalyst funds the following year.

Some ideas on how to use funds include:

- Holding an initial event in the Fall;
- Advertising in Campus papers;
- Assisting a second person to come to the WUSC Annual Assembly in November;
- Costs for initial local committee meetings (phone, fax, photocopies, etc.);
- Rental of recruitment materials (TV and VCR, sound system, etc.); and
- Special event planning expenses (room rental, ticket printing, purchase of decorations, fee for special guest speakers or musical guests...).

Please note that there are some items that the funds should not be used to support:

- Anything related to alcohol;
- Anything consumable by local committee members – food and or beverages for meetings (with the exception of the first of year or initial information meeting);
- Purchase of promotional materials already available from WUSC Ottawa or Uniterra (posters, flyers, etc.);
- Costs incurred by members to attend LC meetings (bus fare, gas, etc.); and
- Expenses for a sponsored student that should be funded by the local committee (e.g. rent, food, monthly allowance, etc.).

To access the application form, please log on to [My Committee](#).

If you have any questions regarding the Catalyst Fund, please contact Holly Batten (holly@wusc.ca) or by phone at 613 761-3641.