



## Western Mustang Athletic Alumni Grant Policy

This document outlines the Western Mustang Athletic Alumni (“WMAA”) policy (“policy”) for the provision of financial support to Western University Sport alumni groups/clubs or Western Sport teams (as approved by Sports and Recreation Services) who are hosting alumni events, functions, or activities (“events.”)

### 1. GENERAL

- a) The funding of athletic alumni events by the WMAA serves to:
  - i. Promote the objectives of the WMAA;
  - ii. Strengthen the relationships among athletic alumni and student athletes; and
  - iii. Provide assistance to events that otherwise might not have sufficient funding to be successful.
- b) In order to make an application, an applicant for funding under the policy must be recognized as an official varsity athletic team with Western Sports and Recreation Services, or an alumni club or chapter sanctioned by an official varsity athletic team registered with Western Sports and Recreation Services.
- c) The Grants Committee, as struck by the WMAA Board of Directors, shall review the submitted applications and determine the amount of funding to be provided (if any), having regard to the Grant Committee’s annual budget (determined by the WMAA Board of Directors), and the total number of requests received by the Grants Committee each year.
- d) Funding will be awarded on a one-time basis only with no on-going commitment from the WMAA.
- e) Ultimate responsibility and authority for the policy, including but not limited to interpretation of the policy and responsibility for funding under the policy, lies with the WMAA Board of Directors.

### 2. APPLICATION

- a) Completed applications (see attached application form) must be submitted to the Grants Committee online, through Western Alumni, using the form provided.
- b) An applicant should possess and be prepared to provide a clear sense of the event’s purpose and benefit to the respective alumni group and to the objectives of the WMAA generally. The objectives of the WMAA are:
  - i. To keep members informed of the status and activities of athletics at the University;
  - ii. To encourage members to support athletic program activities at the University;
  - iii. To support specific athletic projects that would benefit intercollegiate athletics, team members and the University;

- iv. To provide advocacy, support and program advice for the continuing promotion of athletics at the University;
- v. To contribute to the growth and prestige of the University's athletic programs and traditions;
- vi. To raise the level of awareness of athletics and to recognize the achievements of the University's athletes past and present;
- vii. To comply with and enhance the relative objects of the Alumni Association of the University; and
- viii. To contribute to the growth and expansion of Western Mustangs Athletic Alumni and any of its Chapters.

c) An applicant should also be prepared to demonstrate the following in the application:

- i. The significance of event and its connection to alumni;
- ii. Satisfactory organization and viability of the event, including a draft budget (where possible);
- iii. The uses to which the WMAA funds will be put;
- iv. The expected number of attendees at the event;
- v. Other sources of funding for the event which have been sought; and
- vi. Any other factors the applicant feels ought to be considered by the Grants Committee.

### **3. RELEASE OF FUNDS AND REPORT**

- a) Funding will not be released until after the event's conclusion and the Grants Committee receives a report from the event's organizers.
- b) The report must explain how the WMAA funds were used and must provide, to the maximum extent possible, a list of attendees and their contact information (i.e. phone number and email address).
- c) The report must be submitted to Western Alumni.
- d) Once the Grants Committee has reviewed the report and provided the report is sufficient, Western Alumni shall release the funds.



## Western Mustangs Athletic Alumni Grant Application Form

Date:

Name and Brief Description of Alumni Chapter:

Name and Title of Contact Person:

E-mail:

Phone:

Date of Event:

Purpose of Event:

Amount Requested:

How will the WMAA funds be used?

Expected number of attendees (including athletic alumni):

Significance of event/project to Alumni Chapter:

Have other sources of funding for the event/project been sought?

Description of benefits to the Chapter and the WMAA objectives:

Please attach any information relevant to your application (e.g. draft budget).

Complete and return to:

**WMAA c/o**  
**Western University, Department of Alumni Relations and Development**  
**Westminster Hall, Suite 160 London, ON N6A 3K7**  
[wmaa@uwo.ca](mailto:wmaa@uwo.ca)

*Contact Jacquie Rose, Western Alumni, at the email address above, with any questions.*

