



Western Ontario Drama League

APPLICATION FOR WORKSHOP ASSISTANCE

Host Group _____
 Workshop Chair _____
 Address _____
 Phone _____ Email _____
 Date of Application _____ Date of Proposed Workshop _____
 Topic of Workshop _____
 Location of Workshop _____
 Length in hours/days _____ Maximum number attending _____
 Have you contacted a Workshop Leader? _____ Name _____
 Member of Theatre Ontario Talent Pool? _____
 Cost per person to attend _____
 How will you advertise this workshop to other member groups?

Other pertinent information

PROPOSED BUDGET*

INCOME

Fees from those attending

Donations

WODL

other (specify)

TOTAL INCOME

COMMENTS:

EXPENSE

Leader's fee

Rent

Refreshments

Other (specify)

TOTAL EXPENSE

***PLEASE FORWARD THIS APPLICATION WITH
YOUR BUDGET PROPOSAL TO MEMBERSHIP AND
DEVELOPMENT COMMITTEE:***

Co/Dianne Clark, 18 Glendale Dr Tillsonburg ON N4G 1J2

E-Mail: alwaymoremusic@hotmail.com

Phone (519)842-7473/688-5127

**A Final report complete with financial statements and receipts will be
required, before funding will be given out. **

CRITERIA FOR WODL WORKSHOPS

Group must be a member in good standing of WODL

1. Applications must be received by the Workshop Committee Chair by October 31 of each fiscal year. Applicants will be notified by November 30 of the Committee's decisions. If there is a balance remaining in the training fund after November 30, further applications will be accepted up to February 01.
2. Applicants will be notified by March 01 of the Committee's decisions.
3. WODL will provide financial assistance to a *maximum* of \$200 per *approved* workshop.
4. WODL expects the group and/or attendees will share the expenses of the workshop.
5. Complete budget must accompany each application.
6. One person from group must be designated as contact with WODL
7. WODL Workshop Chair must be informed *immediately* if workshop is postponed or cancelled for any reason.
8. Other WODL members *must* be invited to participate. Groups sponsoring workshops must provide information about the workshop to the WODL web site and editor of the WODL newsletter. (** See addresses below)
9. A copy of the contract with the resource person must be received by WODL Workshop Chair two (2) weeks prior to the date of the workshop.
10. A Final Report, complete with financial statement and receipts, shall be submitted to the WODL Workshop Chair. The WODL Workshop Chair shall forward this to the WODL Treasurer, who shall then issue a check for the approved grant.

WODL Web Master – **Clair Bonanno** *Webmaster*, 905-689-1040
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WODL Newsletter Editor - **Jim Peddie** *Newsletter* 519-396-7316
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