

**Club Grant Agreement**

Between

Land and Food Systems Undergraduate Society

And

**[Official Name of the Club]**

### **1. Purpose**

This agreement outlines the terms and conditions under which LFS|US will provide financial support to **[Club Name]**, an affiliated club under the Faculty of Land and Food Systems, during the 2025–2026 academic year. The purpose of this funding is to support the club's initiatives that enhance student life and engagement for undergraduate students at the University of British Columbia (UBC).

### **2. Grant Details**

LFS|US agrees to provide **[Club Name]** with a grant of $150 for the 2025–2026 academic year.

This funding must be used in accordance with the plans set forth in their proposal submitted by **[Club Name]** and the terms of this agreement.

### **3. Use of Funds**

Funds must be used to support events, initiatives, or projects that are open and accessible to all UBC undergraduate students, with equal opportunity for participation regardless of background or identity. Funding may not be used for:

* Exclusive or invite-only events (unless justified in the proposal and approved by LFS|US)
* Personal reimbursements not outlined in the event budget
* Alcohol or cannabis-related purchases

### **4. Accountability and Reporting**

**[Club Name]** agrees to:

* Submit a brief **term-end report** (max 1 page) to the LFS|US VP External detailing how the grant was used, including itemized spending and number of students impacted.
* Acknowledge LFS|US as a sponsor on event promotional materials and social media (where applicable).
* Maintain accurate financial records and provide receipts if requested by the LFS|US VP Finance and/or VP External.
* Maintain one channel of communication between President of the club and one representative from the LFSUS Executive board to maintain efficiency and avoid miscommunication.
	+ In the event a club has more than one president (i.e co-presidents), only one of them may serve as the representative of the club in relation to the Club Grant.

Failure to submit a report or provide transparency may impact future funding eligibility.

### **5. Privacy Clause**

Any personal or sensitive information disclosed by a club executive to a member of the LFS|US Executive team in relation to this agreement shall be treated with confidentiality and respect. Such information will not be shared outside of the relevant decision-making body without explicit consent, except where disclosure is required by UBC policy, legal obligations, or safety concerns.

Any **personal or sensitive information** shared by an **individual member of [Club Name]** (e.g., club executive) with a member of the LFS|US Executive team in the context of this agreement or related communication shall be treated as **confidential**. This information will not be disclosed to other members of LFS|US or external parties without the individual's **explicit written consent**, unless required by UBC policy, law, or in cases involving safety or misconduct concerns.

**6. Termination**

LFS|US reserves the right to terminate this agreement and revoke funding if **[Club Name]** is found to be in serious breach of this agreement, misuses funds, or fails to maintain active status as an affiliated club.

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**Signatures**

By signing below, both parties agree to the terms outlined above and commit to upholding the responsibilities outlined in this agreement.

**LFSUS VP Finance**

**Wyat Leung**

Signature:

Date:

**LFSUS VP External**

**Shirslie Gao**

Signature:

Date:

**[Official Name of the Club and Executive position]**

**[Name of Executive/Board Member]**

Signature:

Date: