



P.O. Box 531203  
Los Angeles, CA

lebanese collegiate network  
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**Request for Proposals to Host  
The 2009 Lebanese Collegiate Network Convention**

By checking this box, I acknowledge that the LCN board is **giving preference to Southern California ULCs** to host the 2009 LCN Convention based on time constraints and the location of the current Vice President of Events.

University/College Name: \_\_\_\_\_

University Lebanese Club Name: \_\_\_\_\_

*\*In order to qualify, your ULC must be an LCN dues-paying subscribing member.*

Is your ULC a LCN subscribing dues-paying ULC?     Yes             No

Dues Payment Date: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Contact Number: \_\_\_\_\_

Contact Email: \_\_\_\_\_

Has your contact attended the LCN 08 Convention at University of Maryland College Park?

Yes             No             Not sure, but I intend to find out

❖ **LCN Constitution**

Article VII: **Annual Meeting**

Section 1    The LCN Convention shall be held on such date and at such place as the Board designates. Other meetings shall be held in accordance with the LCN Bylaws.

❖ **LCN Bylaws**

Article III: **The Executive Board**

Section 6    The responsibilities of the officers shall be as follows:

**(7) Vice President of Events**

The VP of Events shall plan all events relevant to LCN.

7.1    The VP of Events shall ensure that above all, the Annual LCN Convention is carried out every year in the month of March or April.

7.2    The VP of Events shall plan all details relevant to programs and events pending Board approval. This includes but is not limited to: venue selection, scheduling, ticket sales, and logistics.



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Please select all the dates your ULC can host the 2009 LCN Convention. These dates fall on Friday, Saturday and Sunday. It is important that you take into account holidays, conflicting school events, spring break dates and other school specific issues when selecting. Participation of your respective ULC membership is imperative to the success of the LCN Convention.

- |  |  |  |  |
|--|--|--|--|
| <input type="checkbox"/> March 6-8 <sup>th</sup>   | <input type="checkbox"/> March 20-22 <sup>nd</sup> | <input type="checkbox"/> April 3-5 <sup>th</sup>   | <input type="checkbox"/> April 17-18 <sup>th</sup> |
| <input type="checkbox"/> March 13-15 <sup>th</sup> | <input type="checkbox"/> March 27-29 <sup>th</sup> | <input type="checkbox"/> April 10-11 <sup>th</sup> | <input type="checkbox"/> April 24-26 <sup>th</sup> |

1. Is funding available from your respective University or College to help sponsor the 2009 LCN Convention?

- |  |   |
|--|---|
| <input type="checkbox"/> Yes                           | <input type="checkbox"/> No                                 |
| <input type="checkbox"/> Yes, under certain conditions | <input type="checkbox"/> Not sure, but I intend to find out |

Conditions: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. Have you had experience reserving funding for ULC related events from your university or college?

- Yes                       No

2a. If so, how much were you able to secure and for what ULC event?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. Is it possible to have outside vendors serve food and drinks during the day of the workshop?

- |  |   |
|--|---|
| <input type="checkbox"/> Yes                           | <input type="checkbox"/> No                                 |
| <input type="checkbox"/> Yes, under certain conditions | <input type="checkbox"/> Not sure, but I intend to find out |

Conditions: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



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4. Is there a hotel located walking distance (less than half a mile) from the potential convention room to house over 50 LCN subscribing student members?
- Yes       No, distance to nearest hotel: \_\_\_\_\_ Miles  
 Not sure, but I intend to find out
5. The LCN will require a room that can host 100 people for all of Saturday. Does your University have that capability on the dates you selected?
- Yes       No       Not sure, but I intend to find out
6. Does your University or College allow alcohol to be served to those over 21 years of age?
- Yes       No  
 Yes, under certain conditions       Not sure, but I intend to find out
- Conditions: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
7. Some workshops might require access to computer labs. Is it possible to reserve the computer lab at your school?
- Yes       No  
 Yes, under certain conditions       Not sure, but I intend to find out
- Conditions: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
8. Can your ULC provide free printing for approximately 100 binders 40 pages thick?
- Yes       No       Not sure, but I intend to find out
9. How many ULC members do you estimate will volunteer to serve on the LCN Convention Committee? Three to four meetings will be held and the main purpose of the committee is to physically assist the LCN during the convention.
- 1     2     3     4+     Not sure, but I intend to find out



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10. Are there any suitable restaurants around campus where the Award Ceremony could potentially be held?

Yes, distance to restaurant: \_\_\_\_\_ Miles       No

11. Please attach a document to this application listing the rental costs of each of the following items. Please specify whether each cost listed is an actual cost or an estimate.

- a. Speaker systems
- b. Microphones
- c. Screen
- d. Projector
- e. Room Rental costs
- f. Refreshments and snacks

12. In a double spaced essay which is no more than 500 words, please explain why you believe your ULC would be best suited to host the LCN Convention. Please attach your proposal to this application. Please also submit a map of your campus and circle the buildings you hope to host the workshops. Photos of each room are also welcome.