



P.O. Box 531203
Los Angeles, CA

lebanese collegiate network
.ORG

Request for Proposals to Host The 2010 Lebanese Collegiate Network Convention

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 5-7 th | <input type="checkbox"/> March 19-21 st | <input type="checkbox"/> April 2-4 th | <input type="checkbox"/> April 16-18 th |
| <input type="checkbox"/> March 12-14 th | <input type="checkbox"/> March 26-28 th | <input type="checkbox"/> April 9-11 th | <input type="checkbox"/> April 23-25 th |

1. Is funding available from your respective University or College to help sponsor the 2010 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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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.