



## **LOCAL SPECIALISTS' ASSOCIATIONS** **PD FORMS**

### **PD LSA 1 (Operational Grant Form)**

To obtain monies from this fund an LSA must be registered with the Vernon Teachers' Association as an active LSA. To do so, form LSA PD 1 ("Local Specialist Association Operational Grant Request Form") must be filed with the Chairperson of the District ProD Committee each year. LSA's will maintain separate bank accounts and will submit a financial statement detailing their expenses for the year each June.

### **PD LSA 2 (Bank Account Authorities Form)**

Each LSA must have its own bank account. This form should be submitted to the District Professional Development Chairperson, VTA office along with the operational grant form.

### **PD LSA 3 (Year-End Financial Statement Form)**

Each LSA must complete a financial statement by June 15. This form should be submitted to the District Professional Development Chairperson, VTA office.

### **PD LSA 4 (Special Activity- Grant Request Form)**

Each LSA must submit a grant request form for each special activity to the District Professional Development Chairperson, VTA office.



**LOCAL SPECIALISTS' ASSOCIATION  
Operational Grant Request Form**

For the year \_\_\_\_\_ to \_\_\_\_\_

This two page form is to be used by a Local Specialist Association to obtain recognition as an active specialist group and to receive a professional development allocation from the L.S.A. fund. District and V.T.A. support funds will not be released until this form has been received.

This form must be submitted to the Chairperson of the District Professional Development Committee, each school year before a funding grant for operations is disbursed.

Please print legibly:

Full Name of L.S.A.

President

School

Email

Home Phone

Treasurer

School

Email

Home Phone

Please provide a brief description of your L.S.A.'s objectives.



# Vernon Teachers' Association School District No.22 Vernon



PD LSA-1 (PAGE 2 of 2)

Please provide a brief description of your L.S.A.'s in-service plans for the upcoming school year.

Number of members in the LSA

A brief financial statement (form **PD LSA-3** of the District Pro D Handbook) will be requested from each L.S.A. in May of the school year.

**LSA President's Signature**