

**LPOS Musical Productions  
Financial Hardship Policy  
Updated - 10th April 2024**

LPOS Musical Productions is keen to be inclusive and to support our members if they or their family encounter financial hardship.

LPOS operates on a non-profit making basis and therefore has limited funds and high overheads to which it is committed to pay. However, the Committee recognises the importance of our members being able to continue to participate regularly in mentally and physically impacting shows, concerts and rehearsals.

The Trustees and wider committee have agreed to operate a limited Hardship Fund to support our members and their families if they are experiencing a period of financial hardship. The Hardship Fund will operate under the following guidelines:

- This fund is designed to be of temporary support, to help bridge the gap whilst members from their period of financial hardship until they can financially support their fees again.
- To be eligible to apply for funding under the Hardship Policy, members must have been a member of the society for a minimum of six months and demonstrated a commitment to the society having regularly attended rehearsals, productions or concerts. If the Club receives multiple applications for funding, or funds are limited, the length of membership may determine priority.
- Support would be available for a maximum of 6 months or when the funds run out, whichever is the soonest, for up to 2 members per household. The application would be reviewed after 3 months.
- An application for funding can only be applied for once per member, with each application considered on a case-by-case basis.
- If the Hardship Fund has been exhausted and the society is deemed to be running with minimum reserves, the fund may not be available.
- Funds may also be used for annual memberships and show fees, and not exceed £150 in total.
- Applications to the Hardship Fund must be made in writing to the LPOS Trustees (Chair, Vice-Chair, Treasurer and Secretary) ensuring that all applications will be considered and dealt with confidentially. A minimum of two Trustees can approve, without referral to the Committee, an application for funding under the Hardship Policy.
- If approved, the Treasurer will make the necessary adjustments within financial reporting and to our Membership Secretary(s) to prevent inappropriate reminders for fees. The Committee will be informed that the fund has been accessed but no further details will be disclosed, ensuring confidentiality is maintained.
- If approved, the start and finish time of the fund will be agreed and provided in writing to the member.

**Reviewed 10th April 2024**  
**Next Review September 2024**