ORGANIZATION & EVENT SPONSORSHIP/GRANT APPLICATION

DEADLINE: Organizations are expected to submit this completed application at least 3 weeks prior to the scheduled event, as review of the application and disbursement of funds (if approved) may take up to 2 weeks.

INSTRUCTIONS: Review of this application will be conducted by a sub-committee of NAFSA members and all information provided will help expedite the process. As such, a completed application packet includes:

1) Completion of this form, including a DETAILED description of event that must include:
   a) Intended goals of the event and how it will help serve the Native American community
   b) An itemized budget and a list of other possible funding sources other than NAFSA
   c) Amount requested for the event from NAFSA and total cost of event

2) Copies of handouts, fliers, or advertising material used in preparation for the event

IMPORTANT NOTE: If funds are granted, NAFSA must be listed as a co-sponsor OR information about the organization should be stated on advertisement materials and/or programs.

Name of Organization:
Title of the Event:
Date and Location of Event:
Amount Requested: Total Cost of Event:
Estimated Attendance:
Are you charging at the event? If yes, how much?
Name of Faculty/Staff Advisor(s):
Advisor E-mail: / Advisor Phone:
Please provide a detailed description of the event AND how funds will be used:
(You may use additional sheets, if necessary)

________________________________________________________________________________________
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_____________________________________________
Contact Information (of person filing application):
Name(s):
Phone:
E-mail:
Agency Acct. No. / DaFis Acct.

NAFSA SUBCOMMITTEE USE ONLY:
Approve: ________ Deny: _________
Total amount of allocation: ___________ NAFSA Chair Approval: _________________