USF World – Event Funding Application Form

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| **Event Information** | |
| Event Title: |  |
| Sponsor Department/ College/Institute: |  |
| Date mm/dd/yyyy: |  |
| Start Time: |  |
| End Time: |  |
| Venue/Location: |  |
| Expected number of attendees: |  |
| Event Description:  (Please provide a description of the planned event. Attach additional pages as necessary) |  |

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| **Contact Information** | | |
| Contact Person | First/Last Name: |  |
|  | Phone Number: |  |
|  | Email: |  |

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| **Financial Support** | |
| **Total Event Budget:** |  |
| Amount Requested from USF World:  Due to current budget constraints, the maximum budget request is $500. |  |
| **USF World funds will be used for the following purpose:**  *Funding may not be used for cash awards, award plaques, or for food and beverage.* | |
| **Identify all other sources and amounts of financial support for this activity:** | |
| Academic Department: |  |
| College: |  |
| Institute: |  |
| Office of Research and Innovation: <http://www3.research.usf.edu/researchone/event-organizers.asp> |  |
| Other: |  |
| Have you or your organization received USF World Funding previously?  If so, when and for what purpose? |  |