**Funding Application for Programming related to the CLASS Initiative in Media and the Moving Image**

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**APPLICANT INFORMATION**

**Your Name:**

**Department or Major:**

**Your Contact Info:**

* **Email:**
* **Phone:**

**Student Organization Name (if applicable):**

**Faculty Advisor (if applicable):**

**Faculty Advisor Contact Info (if applicable):**

* **Email:**
* **Phone:**

**EVENT INFORMATION**

**Description of Proposed Event:**

(For visiting speakers, provide current *vita* or other related info)

**Purpose of Proposed Event:**

**Intended Audience:**

(Please specify if this will be open to the public or private, expected attendance)

**Proposed dates:**

**How will the visit enhance your research and contribute to the intellectual life of your department, the university, and the Houston community?**

**BUDGET INFORMATION**

**Budget Calculations\*:**

|  |  |
| --- | --- |
| Item | Amount |
| Honorarium |  |
| Travel |  |
| Accommodation and meals (for speaker) |  |
| Media rental, purchase, or content licensing |  |
| Space  |  |
| AV rental and/or other technical support |  |
| Event catering or other food expenses unrelated to speaker\* |  |
| Other (photocopies and advertising, student assistance, etc.): |  |
| Total Budget: |  |
| Amount being requested from MMI: |  |
| % of total budget being requested from MMI |  |

\* *Please note: due to restrictions on some MMI funds, not all expenses for food and entertainment may be reimbursed through MMI funds*

**Will this event be receiving additional financial support? (If so, please specify the following: name of additional funding source, if the support is confirmed, and amount of support.)**

**In the two academic years prior to this, have you previously received MMI programming funds? (If so, please list the event(s) and the amount received.)**

**Signature of application contact person: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_**