Speakers Trust Grant Application

1. Speaker’s name:

2. Organization(s) proposing the above-named speaker:

3. Name(s) and contact information (including email address) for the above-mentioned organization’s contact person(s):

4. Organization(s) co-sponsoring the event:

5. Briefly describe the full event, including portions for which you are not seeking funding:

6. Speaker’s theme/ and/or topic(s) to be addressed by speaker(s):

7. State the Primary Purpose of the Event:

8. How will PSU-DSL benefit from this event:

9. Date and time of proposed event:

10. Estimated number of attendees for proposed event: UP: _____, Carlisle: _____

[How did you arrive at this estimate?]

11. Please provide ALL the itemized costs related to the event, and provide as many supporting agreements or documents as possible:
   A. Speaker Costs:  
      Honorarium  
      Travel Costs  
      Hotel Costs  
      Gift

   _____  
   _____  
   _____  
   _____
Private Dinner

B. Reception Costs:
   (Please explain what will be purchased)

C. Other Planned Costs –
   with brief description (please itemize):

12. Total of all costs for the event (total: A-C):

13. Amount of funds provided by co-sponsoring organization(s),
   SBA, Dean’s Office, national charter, (if any):

14. Amount of funds requested from the Speakers Trust: