Women’s and Gender Studies Program
Event Sponsorship Request

WGSS welcomes applications for co-sponsorships. Typical co-sponsorships are between $50-100. While we may be able to accommodate late requests, we ask that this form be provided at least 2 weeks in advance of the event date. If awarded, WGSS expects that its support will be acknowledged in all publicity for the event. Please fill in all information below and attach any necessary documents. Return this form to LA 138A or via email at jamie.boschee@umontana.edu. The application will be sent to the WGSS Sponsorship Committee for a vote. Please allow at least 5 days for a response.

NAME/AFFILIATION OF REQUESTER: _______________________________________________

TELEPHONE: _______________________________       EMAIL: _______________________________

EVENT HOST/ORGANIZATION: ______________________________________________________

EVENT DETAILS (WHERE RELEVANT, PLEASE ATTACH SPEAKER CV OR OTHER MATERIALS):
________________________________________________________________________________
________________________________________________________________________________
________________________________________________________________________________
________________________________________________________________________________

DETAILED EVENT BUDGET OUTLINE:
________________________________________________________________________________
________________________________________________________________________________
________________________________________________________________________________
________________________________________________________________________________

SPONSORSHIP REQUEST AMOUNT: $__________________

HOW DOES THIS EVENT RELATE TO AND BENEFIT WGSS? __________________________________________
________________________________________________________________________________
________________________________________________________________________________

OFFICE USE ONLY

Date received:__________________________________

Approved:         YES       NO

Reason: ________________________________

Amount approved:________________________________

Method: _________________________________________

Date of transfer:_________________________________