

Global Integration Series Fund Proposal Cover Sheet

Conference/Event/Speaker Series Information

1. Please Indicate the Proposed Event Type:
 - Speaker Series
 - Scholarly Symposia
 - Other Event Type (please specify) _____
2. Proposed Event Title and Theme:

3. Proposed Event and Date(s): _____
4. Proposer Contact Information:
Name: _____ Title: _____
Department: _____
Email: _____ Phone: _____
5. List all prospective speakers, presenters, etc. associated with your event (please also attach a summary of their credentials, preferably a CV):
Name: _____ Name: _____ Name: _____
Role: _____ Role: _____ Role: _____
E-mail: _____ E-mail: _____ E-mail: _____
6. Funding Resources: (co-sponsorships, grants, potential partnerships etc.)

7. Space & Tech Needs: Please also include length of time needed and types of space (i.e. lecture hall, break out rooms, screening rooms, banquet hall, conference/roundtable room)

Overview

1. Please briefly describe the mission of your proposed event and how it contributes to the School and University community. _____

2. Briefly describe the target audience (Also include the number and relevant demographic).

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Signatures

Proposer Signature _____ Date: _____

I have reviewed the application and support the proposal.

Program Director Signature

Print Name

Date

I have reviewed the application and support the proposal.

Department Chair Signature 1

Print Name

Date

Department Chair Signature 2

Print Name

Date

Proposal Request Checklist:

- Cover sheet.
- Narrative proposal that discusses the proposed theme and its contribution to the School and University, its appeal to an interdisciplinary audience, and how the proposed events promote a global perspective on the theme.
- Itemized budget (see sample included).

Please send all above items to:

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