



## Event Funding Support Request ASPRS Pacific Southwest Region

Funding requests to the ASPRS Pacific Southwest Region (PSW), may be made for financial support of events hosted by other organizations in the region with similar missions and goals. The request for funding should be made by a member of ASPRS PSW on behalf of the requesting organization or event one calendar quarter prior to the event date.

Examples of support include: Funding of venue charges, refreshments (*no alcohol*) and other similar expenses incurred in hosting educational events, workshops, speakers, GIS Day events, and other similar activities. Typically support of up to \$100 will be considered reasonable, with larger amounts possible pending the specific nature and impact of the specific event.

**In recognition of ASPRS PSW sponsorship, promotional materials should mention ASPRS PSW (e.g. include region logo and acknowledge region support) and/or ASPRS PSW should be mentioned during opening comments at the event. ASPRS PSW may also request that information regarding ASPRS PSW and membership in the organization be provided to attendees.**

Date of request: \_\_\_\_\_ (please submit at least one calendar quarter prior to your event date)

Organization/Sponsor of the event: \_\_\_\_\_

Individual requesting funding: \_\_\_\_\_

Requestor's position/role with the sponsoring organization: \_\_\_\_\_

Requestor E-mail address: \_\_\_\_\_

Requestor phone number: \_\_\_\_\_

Event for which you are requesting funding: \_\_\_\_\_

Event Date: \_\_\_\_\_

Event location: \_\_\_\_\_

Anticipated Attendance: \_\_\_\_\_

Please briefly describe the nature of the event or program for which you are requesting funding. (Event type? e.g. speaker, workshop, outreach event; Who is the audience? E.g. professionals, students, public; how will the requested funds be used to support the event?)

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*I, the Requester, understand that I am requesting ASPRS PSW funds and understand any funds awarded will be paid upon submission of appropriate documentation of event expenses (copies of invoices or receipts). Such funds are restricted under the guidelines described on this ASPRS PSW funding request form and/or website. I declare that this funding request does not pose any potential conflict of interest and will provide appropriate documentation to authorize payment or review the appropriateness of the request.*

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Submit via email to [pswasprs@gmail.com](mailto:pswasprs@gmail.com). Please put "Funding Application" in the title of your email.