

**College of Education Diversity
and Community Enhancement Committee
Sponsorship Proposal Form**

Name of Organization/Group: _____

Contact Person: _____

Address: _____

Telephone Number: _____ E-Mail: _____

Date of Event: _____ Time of Event: _____

Title of Event: _____

Location of Event: _____

Please describe the event and the outcome you wish to accomplish.

Please indicate how your event meets all three funding criteria as indicated on page one.

Who is your intended audience? _____

Please indicate connection to the College of Education:

_____ COE faculty _____ COE staff _____ COE student

Other (explain) _____

Anticipated Total Cost for Event: _____

Amount of Assistance Being Requested from DCEC: _____

How will money from the DCEC be spent?

Please return the completed form to:

**Gail Boldt, DCEC Leadership Team, 164B Chambers, University Park,
gboldt@psu.edu**

By accepting assistance from the Diversity Committee you agree that the above-stated event will be open to the public. You also agree to acknowledge the support of the Diversity Committee on any posters, pamphlets, or other materials used to advertise your event. Any special circumstances must be explained in writing and attached to this form. A summary report should be forwarded to Gail Boldt within 30 days of the event.