



Common Application for Student Organization Grants

Asia Center, Fairbank Center, Korea Institute, Reischauer Institute and South Asia Initiative

The Asia-related centers at Harvard University offer grants to undergraduate and graduate student organizations for projects relating to individual countries or spanning multiple countries in Asia. These grants are offered on an ongoing basis; however, organizations are encouraged to apply as early as possible as funds are limited.

Please submit a detailed PROJECT SUMMARY and the included BUDGET ATTACHMENT along with this form.

This form is used collectively by the five Asia-related centers and should be submitted to Jorge Espada at jespada@fas or CGIS South S118A. Do not submit copies to the individual centers.

Submission Date	Organization
<input type="text"/>	<input type="text"/>

Check both if applicable		Organization Tax ID/EN
Undergraduate Org. <input type="checkbox"/>	Graduate Org. <input type="checkbox"/>	<input type="text"/>

Check all that apply				
China <input type="checkbox"/>	Japan <input type="checkbox"/>	Korea <input type="checkbox"/>	South Asia <input type="checkbox"/>	Southeast Asia <input type="checkbox"/>

Other sources of funding applied to and contact

Project Title	Amount Requested
<input type="text"/>	<input type="text"/>

Brief Project Description

Project Date(s)	Project Location
<input type="text"/>	<input type="text"/>

Faculty Advisor/Department:

Contact Information:

Student	E-mail	Position
<input type="text"/>	<input type="text"/>	<input type="text"/>

Signature

By checking here you certify that the above information is accurate and that this proposal has been reviewed and approved by the faculty advisor listed above.

Grant recipients are expected to use funds as described in the original proposal unless otherwise noted. Awards are based on your original proposal and any changes must be submitted to the Asia-related centers for approval. The centers reserve the right to adjust any award granted.

Groups are required to submit to the Asia-related centers a written [1-2 page] report of the event/project/activity within 2 weeks of the end date. The report should detail the use of the grant and the work accomplished, including the number of attendees at the event and any publicity materials or event programs. The report should also include at least one high resolution photograph.

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BUDGET ATTACHMENT

<u>LINE ITEM</u> <u>(IF APPLICABLE)</u>	<u>TOTAL EVENT COST</u>	<u>TOTAL REQUESTED</u> <u>FROM ASIAN CENTERS</u>
Honorarium/Speaking Fee (give details)	\$	\$
Travel and accommodations (give details)	\$	\$
Accommodations (give details)	\$	\$
Advertising (give details)	\$	\$
Space/AV costs (give details)	\$	\$
Food and Beverage (give details)	\$	\$
Other (give details)	\$	\$
TOTAL	\$	\$