**Asian Studies Center - Global Virtual Speaker Program**

**Funding Request Form**

Date of Submission: MM / DD / YYYY

1. **Sponsoring MSU faculty member information**

|  |  |
| --- | --- |
| Name | Click or tap here to enter text. |
| Email address |  |
| Phone number |  |
| Title(s) held |  |
| College / Department(s) |  |

1. **Proposed Global Speakers**

List the proposed speakers you plan to invite. You may list more proposed speakers than the number of Global Speaker Sessions you intend to have.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Name** | **Affiliation** | **Position/Title** | **Global Speakers Session** | |
| **Title of Panel/Talk Session** | **Open or Closed Session?\*** |
|  |
| 1 | Click to enter text. |  |  |  |  |  |
| 2 |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |
| 5 |  |  |  |  |  |  |
| 6 |  |  |  |  |  |  |

\*A closed session is only for student registered for a specified course, while an open session allows for participation of the general MSU community

1. **Funding requested**

Specify below the total amount requested (maximum $1,500), with a breakdown of how the funds will be allocated across the speakers. Funding is to be used to cover speaker honoraria, with the following honorarium rates:

* $300 per person for virtual speakers,
* $500 per person for in-person speakers.

Proposals will be reviewed and accepted on a rolling basis.

1. **Follow up**

The sponsoring faculty member is required to notify the Asian Studies Center (via email to Soksamphoas Im at [imsoksam@msu.edu](mailto:imsoksam@msu.edu)) the number of participants who attended each session.