

MAP FUNDING APPLICATION

Thanks for your interest in MAP. Funding from MAP is limited. We prioritize funding those chapters that can’t secure sufficient funding from their departments or universities. Typically, chapters may apply for a maximum of $500/semester, but exceptions may be made for special events.

To qualify for funding from MAP, your chapter must (a) demonstrate need for financial support, and (b) have been functional for at least one semester. Chapters will be expected to provide receipts for all purchases made with MAP funds. Any funds not spent must be returned.

*Please notice that funds must be spent* ***in the calendar year*** *that they are received, and plan your application accordingly. If you want to request funds for an event to be held in a later semester, please email* *mapforthegap@gmail.com* *to discuss your options.*

Funding applications will be considered incomplete and will be returned if any of the below questions are left unanswered. (“N/A”can be an appropriate answer.)

To apply for funding, please fill out this form and email it to mapforthegap@gmail.com **by January 29, 2018**.You should hear back from us by **February 12, 2018**.

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1. How much are you requesting from MAP International?
2. What steps have you taken to secure funding from your department/university? What has the response been (e.g. Guaranteed, Pending, Refused)?

	1. Estimate of available funding from department:
	2. Estimate of available funding from university:
3. Identify other sources of potential funding:
4. Describe the nature of your event and how it exemplifies or furthers MAP’s goals.
5. If you have put on a similar event in the past, what was the estimated budget? What changes in funding source or budget do you anticipate?
6. Please include an itemized budget for any request over $100. Please be as detailed as possible (e.g. include possible vendor and their estimates of cost).
7. Since MAP has grown exponentially in size (and not in funds), we can now typically only grant partial funding. Given this, please tell us which items you’d like prioritized for funding purposes.
8. If your application is accepted, we will distribute the funds to your department so that you may use those funds to pay for your activities.
	1. Who is the addressee for the check? (e.g. [University Name] Philosophy Department, or a particular chapter rep.)
	2. Where should we mail the check?