**Application #**

**Fund \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Amount $ \_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**(For CLCE Office Use Only)**

**Wellesley College**

**Committee on Lectures and Cultural Events**

**Fall 2014**

**Event Name:**   
**Name:**   
**Student, Staff, or Faculty:**   
**Email:**   
**Phone:**

**Which CLCE Committee Member have you consulted with?**

**Have you reviewed the CLCE Guidelines and Fall 2014 Community Chair Letter?**

**Would this be considered a "Major Event" (requesting $5,000 or more)?**   
\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
**Submission Date:**   
**Department of Organization:**

**Is this an Annual Event?**  
**Affiliation:**   
**FOPAL (Must have full # for Journal Entry Transfers):**   
\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
**Student Organizations: SOFC Application made:**   
**SOFC Response:**   
**SOFC support must be sought and decided prior to submitting your application.**  
\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
**Proposed Date:**  
**Proposed Time:**   
**Alternate Date:**  
**Alternate Time:**  
**Location:**   
**Space Requested:**   
**Space Confirmed:**   
\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
**Please include everything for your application in one email.**

**Main Speaker(s), Performer(s):**   
**Estimated Audience Size:**   
**Publicity Strategy:**   
**Event Purpose:**

**Prior Similar Events:**   
  
**Event Description (in your own words, please do not copy website descriptions):**  
  
  
  
  
  
  
**Relevant Readings and/or Links:**  
  
  
  
**Co-Sponsors (please indicate the secured amount of monetary support for your event and remember that CLCE is the funder of last resort):**   
  
  
**Expenses (please give detailed breakdown, no website printouts please):**  
  
  
  
  
  
  
  
  
**Total Cost of Event:**   
  
  
**Total Amount Sought from the CLCE:**