Mario Einaudi Center for International Studies
Latin American Studies Program
Event Report for Co-sponsorship Funding | Reportaje del evento para financiamiento

Submit completed form to:
Latin American Studies Program
190 Uris Hall
Cornell University
Ithaca, NY 14853

Organization/Department Name:* __________________________________________
Submitter email:* _________________________________________________________
Event title:* _____________________________________________________________
Event date:* _____ / _____ / _______
Event location:* __________________________________________________________

Presenters(s)
Name: ________________________________
Title: ________________________________
Affiliation: _______________________________________________________________

Attendees
Please indicate the number of attendees in each category, leaving “0” if no attendees fit that category.

Faculty:* __________
K-12 Educators:* __________
Graduate Students:* __________
Undergraduate Students:* __________
Other (explain below):* ______________

Explanation: ____________________________________________________________________________________

Media Coverage
Please fill in all required fields, entering “n/a” if no attendees fit that category.

Radio:* ______________
Newspaper:* ______________
TV:* ______________
Web:* ______________
Other (explain below):* ______________

Explanation: ____________________________________________________________________________________

Co-Sponsors:* 
List all co-sponsors. Please indicate the amount of funding or in-kind support received from each organization.

______________________________________________________________________________________________

______________________________________________________________________________________________

______________________________________________________________________________________________

______________________________________________________________________________________________

Activities:* 
Please describe the activities that took place at your event.

______________________________________________________________________________________________

______________________________________________________________________________________________

______________________________________________________________________________________________

______________________________________________________________________________________________
Payment information:
Please provide your university Account Representative’s name and netID for disbursement of funds.

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*Student organizations only*:
Please provide a poster/flyer for the event and up to five photos by emailing lasp@cornell.edu. Please provide a caption for each photo and indicate which photo filename each caption should be associated with.