**NVN** **EVENT SUBSIDY APPLICATION FORM**

Please complete this form in as much detail as you can and submit it to NVN Administrator. The boxes will expand as you type into them.

|  |  |
| --- | --- |
| Event name: |  |
| Names of the NVN member(s) running the event: |  |
| Date of event: |  |
| Brief details of the event: |  |
| What is the event-subsidy to be used for exactly? You may wish to use some of these sub-headings: |  |
| * Venue hire
 |  |
| * Accommodation for participants
 |  |
| * Accommodation for tutors
 |  |
| * Accommodation for organisers
 |  |
| * Bursary places
 |  |
| * Fees to tutors
 |  |
| * Fees to organisers
 |  |
| * Travel expenses
 |  |
| * Publicity costs
 |  |
| * Any other costs
 |  |
|  |  |
| How much income do you expect to generate? (This will be the number of participants multiplied by the amount they will pay.) |  |
| What is the expected difference between your income and expenditure? |  |
| How much of an event subsidy do you need? |  |
| Any other information? |  |

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