**Proposal for IAS Sponsorship of Speakers of Distinguished Lectures**

**IAS – Form A**

**Sep 2020**

***Note: 1. Please read the Guidelines on “IAS Sponsorship of Speakers of Distinguished Lectures” before completing this form.***

***2. Please attach a copy of the CV of the proposed guest speaker(s) and, preferably, an abstract of the proposed lecture.***

***3. In the case where the Host Faculty is the Head of Department/Division, Dean’s approval is to be sought.***

**Part A: To be completed and signed by the Host Faculty** (\*Please tick as appropriate.)

|  |  |
| --- | --- |
| Host Faculty: *(Name and Department)* | Co-Host Faculty(ies): *(Name and Department)* |
|  |  |
| Name and home institution of the guest speaker(s) proposed for IAS sponsorship: **(2)** |
|  |
| Title and date of the proposed lecture:  |
| Title:**(2)**  |  |
| Date: |  | Expected no. of participants: |  |
| Significance and expected impact on the IAS, HKUST and Hong Kong: |
|  |
| Have you contacted the proposed guest speaker(s)?\* | □ Yes □ No |
| Format of lecture: | □ Face-to-Face □ Online streaming |
|  |  |
|  |  |
| Total budget and itemized breakdown: |
| Airfare: |  |
| Lodging: |  |
| Honorarium: |  |
| Others *(please specify)*: |  |
| Total: |  |
| Funding contribution from Host Faculty/Department *(please specify the amount/percentage and source(s))*:  |
|  |
| Funding requested from the IAS: |
|  |
| Remarks: |
|  |

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Part B: To be completed and signed by the Head of Department/Division of the Host Faculty (3)**

I have read through the details as set out in Part A above and am supportive of this proposal.

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*For internal reference:*

*□ Supported □ Not supported □ Cancelled*