



APPENDIX V - McMaster Engineering Society Conference / Competition Funding Application

Applicant Details

Name : _____ Applying as : Individual on behalf of a delegation
(if applying on behalf of delegation, the applicant must be the head delegate.)

Email ID : _____ Contact Number : _____ Number of Delegates : _____

Conference / Competition Details

Name of the Conference / Competition : _____

Location of the Conference / Competition : _____ Date(s): _____

Delegate Cost : \$ _____ What does it include ? Accommodation Travel Only Delegate Fees
(If not included in Delegate Cost)

Accommodation : \$ _____ Travel : \$ _____ Method of Transportation : _____

Select what applies to you : -

- Delegation is between 1 – 20 students - 50% of the delegate fees & transportation & accommodation up to a maximum of \$100 per delegate and 1 head delegate to a maximum of \$150, not exceeding \$1000 per delegation.
- Delegation is between 20 – 50 students – 50% of delegate fees, transportation & accommodation up to a maximum of \$75 per delegate and 2 head delegates to a maximum of \$150 each, not exceeding \$1500 per delegation.
- Delegation is above 50 students – 50% of delegate fees, transportation & accommodation up to a maximum of \$50 per delegate and 2 head delegates to a maximum of \$150 each, not exceeding \$2000 per delegation.

Please attach the following documents to this application : -

- 1) Proof of delegate costs (and what it includes) from the conference website / email from the organizer.
- 2) If accommodation/travel are not included in the delegate cost, please provide 3 quotes of the different options.
- 3) Any other fundraising efforts made by the individual / delegation / team.
- 4) Delegate Code of Conduct (MES Policy Manual – Appendix K) for each and every delegate

Please attach all the relevant documents to this application and submit it to the VP External mailbox in the Engineering Lounge - JHE 121

I certify that the information provided here is correct, and that all support documentation is attached.

Signature : _____

Date : _____

You will be notified by email regarding the approval of your application

Thank you,

Vice President External Relations
McMaster Engineering Society

