Latin American Studies
Engagement Award 2024-2025
Application Questionnaire

These questions are provided for your convenience, so you can prepare your answers in advance of starting the application form. The application has four sections. Be sure to complete all of them, as incomplete applications will not be considered.

For clarifications or questions about technical issues with the application form, please reach out to Dr. Berenice Villagomez at las.program@utoronto.ca For questions about topics of events, please address your email to professor Luis van Isschot.

Section 1: About the Applicant(s)
Tell us about you, the applicant(s) of this proposal.

1. First & Last Name / UofT Email Adress / Programs (SPE, MAJ, MIN) of Applicant 1 *
   This will be the main contact for communications related to the application.

2. First & Last Name / UofT Email Adress / Programs (SPE, MAJ, MIN) of Applicant 2

3. First & Last Name / UofT Email Adress / Programs (SPE, MAJ, MIN) of Applicant 3

4. Additional comments
Is there something else that you would like us to know about you?

Section 2: About the Event
Tell us about your plans: what kind of event, when would you like to hold it, who would lead and participate, why are you interested in the topic, how will you engage your peers?

5. Title of the event *
Can be a working title.

6. Type and duration of the event *
Is this a lecture, a workshop, a round table discussion, a film screening, a social? How long is the time commitment for the audience? An hour, two hours, one hour twice a week for a month?

7. Guest speakers for the event *
Who would lead this event? Do you plan on inviting guest speakers? Share the name(s) of speaker(s), either agreed upon or pending confirmation, and some information on them. Feel free to include websites, if applicable.

8. Rationale for the event *
Why are you interested in organizing this event? Tell us about the need(s) that you have identified and how do you think that this format / guest speaker will address the need(s).

9. Plans for student engagement *
Who is your target audience? How do you plan to engage other students? Include info on collaborations (agreed upon or tentative).

10. Proposed date and time *
Include three options, in your order of preference. If you are flexible, include a range of dates (for instance: mid-October / in the Winter term / after Reading Week)

11. What are your own expectations for this event? *
What are you hoping to learn? How do you think this event might foster engagement with Latin America at the University of Toronto?

12. Additional comments
Is there something else that you would like us to know about your proposal?

Section 3: About your Budget
Tell us about your budget for the event: be as detailed as possible.

13. Total amount requested *
The award grants up to $500.00 CAD

14. Itemized budgeted expenses *
Include a breakdown of projected expenses and the amount budgeted for each one. If applicable, explain the rationale behind the items. This budget can be a work in progress.

15. Additional comments
Is there something else that you would like us to know about your budget?

Section 4: Award Conditions and Signatures
Please read carefully this section and sign below.

Award Conditions:
•   Successful applicants will be responsible for the widespread promotion of the event. Student(s) will forward all promotional material (including for social media channels) to the Department of Spanish & Portuguese for approval with a minimum of 30 days in advance of the event. Acknowledgement of the Latin American Studies program's support is requested on any promotional materials and at the beginning of the event itself.
•   Successful applicants will be required to provide a 300-word final report (including a post- event narrative and summary of outcomes) no later than 15 business days following the event. They will also be required to participate in a post-event interview / survey.

16. Your name below indicates that you have read, understand, and agree with the conditions described in this application. *
Please enter the name of each applicant in a different line.