



# ISME

ISME Office | PO BOX 50 | 6700 AB Wageningen | The Netherlands  
Tel +31(0)317 473 467 | Fax +31(0)317 210138  
[office@isme-microbes.org](mailto:office@isme-microbes.org) | [www.isme-microbes.org](http://www.isme-microbes.org)

## ISME General Sponsorship Proposal Form

Your name	
Your e-mail address	
Your Role in the Event	
Event Name	
Event Date(s)	
Event Location (Venue, City, Country)	
Website (if available already)	
Expected Delegates Number	
Short Description of Event and Target Audience	
Has this event received funding from ISME in the last 5 years? If so, state what year and how much was received	
Requested Amount in Euro	
You can use ISME funding to support travel of Early Career Researchers (graduate student and postdocs) and speakers. You cannot use ISME funding for venue costs or conference materials. Please describe how you will use ISME funds to support your event.	
How will you promote and highlight ISME before, during and after the event	

Please attach additional information on your event to include:

1/2



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1. A one page description of the event, including target audience, provisional program, organizing committee and any other information that you think that ISME will find useful to assess your proposal (data on success of any previous such events etc.)
2. A draft budget (one page) for your event, indicating how ISME funds will be used to support this.

**Terms & Conditions:**

- 1) A digital (PDF) report about the event must be send to the ISME Office (within 2 months after the event has taken place) so ISME can place this on the website for members to read. This report should contain a description of the event and must indicate exactly how ISME funds were used to support your event. Please include 1 or 2 pictures which may be used to highlight the event on the ISME website.
- 2) A logo of ISME must be placed on the event website, the program books and other relevant means of communication. Logos can be downloaded at: <http://www.isme-microbes.org/about/sponsorship>
- 3) Only when the above conditions are met will ISME transfer the funds (so post-event).

Signature:

By signing this form you agree with our terms & conditions

Return address: [submissions@isme-microbes.org](mailto:submissions@isme-microbes.org)  
Subject: ISME Sponsorship Proposal