Call for 2018 Applications for Sponsorship

Dear APQN Members,

We are pleased to inform you that APQN would provide the token funding to support the eligible APQN members to attend the 2018 APQN Annual Conference (AAC) and Annual General Meeting (AGM) **in Nagpur, India from March 22-25, 2018** (details are available at www.apqn.org/events), even as only limited members can be supported due to the paucity of funds this year.

APQN will offer a token support of registration, accommodation or travel in total for the selected participants. Eligible members with intention to apply for support need to complete the attached **application form**, which require to provide the relevant information and total budget of activities attached details of budget in USD currency, including the information of an estimate of the air flights, an indication of how much of the costs will be covered by applicants themselves and hence the amount of financial support they would like to seek from APQN, etc. Applications will be considered by the APQN Finance Committee, which makes recommendations to the Board. The following principles will be used in the review process:

➢ As the fund is limited, applications can be made by the representatives from the F**ull or Intermediate members** from developing countries/territories, especially to the invited speakers and Board members. The applications from the organizations that held AAC, Staff Capacity Building, workshops and other APQN activities in the previous year will be given priority to first.

➢ The same organization will only have one sponsored participant, and will not normally receive support in each of two successive years. Applications should be endorsed or submitted by the head of the applying APQN member. Funding from APQN will be limited and the applying APQN member is expected to contribute funds and/or other support, e.g. in-kind support, to the project.

➢ A one-page report (about 500 words with one photo) must be submitted to APQN administrator after AAC, indicating what benefits they have got with received support. The report might be published in APQNews.   After receiving the report, payment will made and by reimbursement with the scanned invoices.

Applications should be submitted to the Secretariat at apqnsecretariat@163.com by **January 30, 2018.**

 Thanks for your attention.

Kind regards

APQN Administrator: Mr. Zhang Lingfei

November   25, 2017

APQN Secretariat:
  No. 202, South Shaanxi Road, Shanghai, 200031,CHINA; Tel: +86-21-5404 1620; Fax:+86-21-5467
  Website: www.apqn.org; E-mail: administrator@apqn.org;   apqnsecretariat@163.com

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Application for Support

Name of applying APQN organization:

Name of applicant:

Address:

Phone: Fax: Email:

Nature and purpose of support

Date(s) support is required:

Expected benefit to the applicant:

Total budget for the activity (attach details of budget in local currency):   USD

Amount requested from   APQN: USD *500*

Amount to be contributed by the applying organization: USD

Amount to be contributed by other bodies: USD

Are you willing to open this program to APQN member participation?   ☐Yes   ☐No

Signature of applicant:

Bank information for payment of funds

Bank name (exact):

Bank mailing address (complete):

Name on account (exact):

Number of account:

International bank code (*ABA/Swift Code*):   BSB / IBAN / other:

Office use only

Name of person approving the form on behalf of APQN Finance Committee:

APQN undertakes to provide the support requested.

Signature:

Date:

APQN Secretariat:
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Website: www.apqn.org; E-mail: administrator@apqn.org;   apqnsecretariat@163.com

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