

**PROGRAM/EVENT NOMINATION FORM**

**Asia Society Texas Center** welcomes proposals for programs and events. Due to the high number of proposals, a response may not be immediate and not all requests will be granted. Please note that the Texas Center’s programs schedule is usually determined 12 to 36 months in advance. Please complete this form to the best of your ability and submit via e-mail attachment to ewildstein@asiasociety.org.

**-------------------------------------------------------------------------------------------------------------------------------------------------------------------------**

**TITLE/NAME** Click here to enter text.

*If this is a preexisting program or event, please share the title. If a new suggestion, please propose a title.*

**DATE/TIME/YEAR** Click here to enter text.

*Please suggest the date, year, and time the proposed program or event might occur. If this is connected to a particular cultural holiday, event, or touring schedule, please also share that information*.

**TOPIC** Click here to enter text.

*Please share the context or theme of the program or event*.

**PRESENTER** Click here to enter text.

*Please share the name of the presenter (speaker, author, artist, etc.) or organization.*

**BACKGROUND** Click here to enter text.

*Please share any background information or relevant qualifications*.

**RELEVANCE TO ASIA SOCIETY** Click here to enter text.

*Please share how this program or event supports the mission of Asia Society —* ***Asia Society*** *is the leading educational organization dedicated to promoting mutual understanding and strengthening partnerships among the peoples, leaders, and institutions of Asia and the United States in a global context. Across the fields of arts, business, culture, education, and policy, the Society provides insight, generates ideas, and promotes collaboration to address present challenges and create a shared future.*

**TARGET AUDIENCE** Click here to enter text.

*Please let us know if there is a particular community with which this program or event might connect*. *Please estimate projected attendance for the program or event.*

**OTHER PUBLIC EVENTS** Click here to enter text.

*Will this program be proposed to other organizations in the Houston area?*

**FINANCIAL CONSIDERATIONS**

*Please share information about the costs associated with the proposed program or event. Under “additional information,” please also indicate if this proposal comes pre-funded or if there is a cost-sharing or fundraising expectation from Asia Society.*

 Honorarium/Fees Click here to enter text.

 Airfare Click here to enter text.

 Lodging Click here to enter text.

 Meals/per diem Click here to enter text.

 Ground Transportation Click here to enter text.

 Additional Information Click here to enter text.

**Proposal submitted by** Click here to enter text.

**Date submitted** Click here to enter text.

**Contact information (phone & email)** Click here to enter text.

**-------------------------------------------------------------------------FOR ASTC STAFF--------------------------------------------------------------------------**

**Date received** Click here to enter text.

**Date reviewed** Click here to enter text.

**Date responded** Click here to enter text.