

**ATLANTA CHAPTER OF
INTERNATIONAL FACILITY MANAGEMENT ASSOCIATION (IFMA ATLANTA)
SPONSORSHIP APPLICATION - WORLD WORKPLACE 2018**

IFMA Atlanta is pleased to provide three \$1,500 sponsorships for three active Chapter members to attend World Workplace 2018 in Charlotte, NC from October 3 - 5 (IFMA Foundation Gala is Tuesday, October 2). If you meet the criteria and wish to apply for this award, please follow the directions included herein. The total sponsorship per person is \$1,500 inclusive and will cover one full registration fee, the IFMA Foundation Gala, and partial prior approved expenses (applied to hotel, parking, and/or local transportation). The successful applicant will be responsible for all expenses exceeding \$1,500.

Qualifying Criteria:

1. Candidate must be a member in the Atlanta Chapter, with dues paid to date and no outstanding meeting fees.
2. Candidate must have become a member of IFMA Atlanta by January 1, 2016, and must have attended at least 6 events since 1 July 2017. If on the Board of Directors, candidate must have attended at least 8 of the last 12 Board meetings (exception made only if on the Board for less than six months).
3. Candidate must be actively serving on at least one committee.
4. Candidate must attend a minimum of four educational seminars, as well as World Workplace Expo and the IFMA Foundation Gala, during World Workplace 2018.
5. Candidate must confirm that they have secured the necessary time away from their job to attend World Workplace 2018.
6. Application must be received by the Selection Committee Chair no later than Monday, August 20, 2018. The Selection Committee will not be responsible for any late or misdirected e-mail or fax.
7. Sponsorship Awards will be based on the criteria listed on the attached application form.
8. Lack of financial support from the member's firm may be used to weigh the judging of the application, but will not be the sole determination for judging the application.

The 2018 Sponsorship Selection Committee consists of the following:

- Teresa Cox, Chair, Scholarships & Sponsorships
- Joe Pearson, Past President
- Debi Gilbert, Chapter President
- Charles Marshall, Chapter Treasurer
- Dr. Parminder Juneja, Chapter VP Professional Development
- Mabelle Clarke-Pellegrini, Advisor

This sponsorship award will be \$1,500 inclusive and will cover: Registration Fee for World Workplace 2018 in Charlotte, NC in the amount of \$1034.00 which includes the IFMA Foundation Gala fee (Tuesday, Oct 2, evening event); and prior approved expenses up to a total of \$466 (to be applied against hotel, parking, and/or transportation). All other expenses exceeding \$1,500 are the responsibility of the award recipient. The Selection Committee reserves the right to withdraw this award in the event that applicants do not meet the required criteria.

Upon return from World Workplace 2018, the sponsorship award recipient will be required to provide a brief article for the Atlanta Chapter Newsletter about her/his experience at World Workplace 2018, such as the most valuable and/or relevant learning opportunities. Registration fee of \$1,034 including IFMA Foundation Gala fee will be paid by IFMA Atlanta directly to World Workplace 2018 in advance of the conference. Reimbursement of hotel/parking/transportation expenses will be made after travel is complete and a list of all costs with receipts, as well as the Chapter Newsletter article, is received by the Selection Committee Chair.

Name: _____ Firm: _____ # of Years in IFMA: _____
Address: _____ City: _____ State: _____ Zip: _____
Phone: _____
E-mail: _____

1. Have you ever attended World Workplace? ___ Yes ___ No If yes, note year(s): _____

2. Is your firm willing to pay for you to attend any portion of the conference? ___ Yes ___ No
If yes, which portions will your firm pay for: _____?

3. On what committee(s) are you currently active? List additional committees you have served on in the past 3 years: _____
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4. List any Chapter Board positions you've held and list the years you served: _____

5. Do you attend monthly meetings regularly? ___ Yes ___ No Number of meetings attended in last 12 months: _____
If no, explain why you were unable to attend: _____

6. What have you found to be the most beneficial aspects of your involvement in IFMA Atlanta? _____

7. Indicate reasons you wish to attend World Workplace 2018 and the benefits you, your firm, and the Atlanta Chapter will gain from your attendance (attach separate sheet, if needed):

Member's Signature

Date

Completed application is to be sent via e-mail to Teresa Cox. E-mail is tcox@apcosigns.com. Applications must be received no later than Monday, August 20, 2018.