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| --- | --- |
| Title of Conference |  |
| Organization Hosting Conference |  |
| Applicant Name |  |
| Applicant Position Title |  |
| Email |  |
| Phone |  |
| Institution/Organization/Department |  |
| Mailing Address |  |
| Date(s) of Meeting |  |
| Total Budget amount |  |
| Amount Requested from JDRF |  |

Note that the following items MUST be attached:

1. **Scientific Abstract:** Provide a scientific abstract for the conference (not to exceed one page).
2. **Lay Abstract:** Provide a lay abstract that explains the scientific abstract to persons with a nontechnical background (not to exceed one page).
3. **Meeting Organizers:** Provide a list of the meeting organizers followed by a biographical sketch of each (limited to three pages for each biographical sketch).
4. **Budget:** Provide a budget for the conference, including a breakdown of which agencies will be asked to contribute as well as how much they will be asked to contribute. Justify the budget in detail and explain the request for JDRF funds.
5. **Dissemination of Information:** Explain how the conference will be announced and what publications, if any, will result.
6. **Conference Speakers:** List the speakers, their titles, and their affiliations.
7. **Conference Program:** Provide the proposed program for the meeting.
8. **JDRF Criteria:** Explain how the conference meets JDRF funding criteria (see Instructions for Appli­cants). Do not exceed five pages.

**CERTIFICATION:** We, the undersigned, certify the information submitted is accurate and complete to the best of our knowledge and accept the terms and conditions of JDRF if this application is funded.

**Signatures**

Applicant:

Responsible Administrative Official: