**STEMM Global Local Area Network (LAN) Activity Plan**

**LAN Information**

|  |  |
| --- | --- |
| **LAN Name** | *The name of your LAN as registered with STEMM Global.* |
| **Period in which activities will take place** | *From:* | *mm/yyyy* | *To:* | *mm/yyyy* |
| **Contact Details of submitting member** | *Name:* |  |
| *Email:* |  |
| **Number of Current Members** | *The total number of members currently in your LAN.* |

**Activity Information**

|  |  |  |  |
| --- | --- | --- | --- |
| **Proposed Activity** | **Date** | **Description** | **Approximate Cost in GB£** |
| **Name your activity**(e.g., Monthly Seminar, New Year Celebration) | *Provide the date(s) for the event, e.g., June 2022. If the date is not yet known, provide an approximate date.*  | *Describe the event you will run.* * *What will you do?*
* *Who will attend?*
	+ *Members only, Guests, General public, etc.?*
* *How many people will attend?*
* *What costs are involved?*
* *Is there any other funding available?*
 | *Estimate the costs of running your planned event that would be paid from your activity grant* |
| **---** | … | … | … |
| **---** | … | … | … |
| **---** | … | … | … |
| **Add/delete rows as required.** | … | … | … |
| **Total funds requested in GB£:** |  |

**Please email the completed form to** **lan@stemm.global** **with the subject line:**

**[YEAR] LAN Activity Plan for [LAN NAME]**