

# Sample Letter for Economic Support Request

*The following letter can be adapted to apply for the PyCon Colombia 2020 Diversity and Support Scholarship. Remember to add your specific information as indicated in parentheses.*

**(Date)**

**PyCon Colombia 2020  
Organizing Committee**

Dear committee,

I send this letter in order to request financial support through the **Diversity and Support Scholarship** to attend the PyCon Colombia 2020 conference, which will be held from the 7th to the 9th of February 2020 in Bogotá, Colombia.

- (Introduction / small biography)
- (Personal objectives). What do you hope to obtain, on a personal level, from your participation in the conference? Inform sponsors that the conference provides an important opportunity for training and institutional strengthening as well as the opportunity to bond with key members of the community. Explain how you plan to raise awareness among the national and international community about local campaigns and the problems faced by your own local community and interest group in the field of technology.
- (Strategic benefits). How will your participation affect the ability of your organization to meet its objectives? How will it promote the technological inclusion of underrepresented groups (youth, women, indigenous peoples, members of rural areas, etc.)? What experience and contacts will you contribute to your organization upon returning from the conference?
- (Add future results) What steps do you intend to take to ensure that there is an impact on your life and community after the conference? Tell sponsors how you plan to contribute to the community when you return. These plans could include documenting what you learn, giving workshops and presentations, and sharing your experiences with your colleagues and the community at large.
- (Includes benefits related to the condition of your country, organization, community, ethnic group, interest group, sex, age, income level, etc.) How will other people in your region benefit from your participation in the conference?
- (Final comments) You can include additional comments that are relevant to the application. You must attach legalized authorization by the parents, in case of being under age.

Kind regards,

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(Full name)

(Identification document number / identity card number / passport)