



Office of the Chief Counsel
NASA Kennedy Space Center
Kennedy Space Center, FL 32899

Widely-Attended Gathering Determination:

***Widely-attended gathering determinations are posted at [WAG LIST](#).**

***Questions call 321-867-9223 or email: KSC-Ethics-Advisor@mail.nasa.gov**

1. Date of the event:
2. Sponsors (to include co-sponsors, if any):
3. Per person cost of food and refreshments (estimated). Note: Gifts will be valued at the retail cost to the employee. For hotels or similar venues please provide the venue charge per meal:
4. Place and time of event:
5. Characterization of event - for example, is it a reception or a dinner, and which organization is in control of seating?
6. What is the purpose of the event?
7. Approximately how many people in total will be invited?
8. Approximately how many NASA personnel will be invited? Provide the names of NASA invitees or attach guest list.
9. Are guests of NASA personnel (such as spouses) invited too? **Yes** **No**
10. What types of people have been invited? (Examples might be: Congressmen and staffers, state and local officials, academia, industry representatives, NASA personnel, personnel from other Federal Agencies/DoD, members of the public, media, other contractors, etc).

11. Will there be gift items handed out? **Yes** **No**
If so, please provide description and value.

12. Is there a fundraising aspect to the event? **Yes** **No**
If so, please describe the fundraising portions of the event.

13. Does your organization employ lobbyists or engage in lobbying activities.
Yes **No**

14. Is your organization is a 501(c)(3) non-profit? **Yes** **No**

15. Is there an invitation and/or website that has more information about the event?
Yes **No**

If so, please provide.