Grand Union DTP

**Student-led Event** Funding Application Form

All applications must be made in advance of the planned activity/activities. They should be submitted by email to the DTP Office of your home institution.

**Applicant Details**

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| **Name:** | Click here to enter text. |
| **Year Studentship Started:** | Click here to enter text. |
| **Institution:** | Click here to enter text. |
| **Pathway:** | Click here to enter text. |
| **Primary Supervisor:** | Click here to enter text. |

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| **Event/Project Title:** | Click here to enter text. |
| **Name of project convenor:** | Click here to enter text. |
| **Co-applicant(s) (if applicable):** | Click here to enter text. |

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| **Dates of Activity**  List the dates and location of the activity and/or any travel involved (add additional lines as required) | | | |
| **Start date**  (dd/mm/yy) | **End date**  (dd/mm/yy) | **Location**  (City/Town and Country) | **Duration of activity** |
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| **Summary of Proposed Activity(s)** (1 page max)  Provide a summary of the activity/ies for which funding is sought. Please make sure you include:   * how the activity is interdisciplinary * the intended audience |
| Click here to enter text. |

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| **Impact & Outcomes/outputs** (1 page max)  Indicate the intended impact/outcomes/outputs from the activity/ies |
| Click here to enter text. |

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| **Level of Funding Requested** (1 page max)  Provide an itemised breakdown of funds requested. You **must** provide supporting evidence for items of expenditure with your application, and provide comparative information for costs such as catering.  Note: when completing the claim after the activity, you will need to submit detailed receipts that correlate to the amounts provided in your comparisons. |
| Click here to enter text. |

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| **Total funding requested from the GUDTP.** | Click here to enter text. |

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| **Case for Support** (2 pages max)  Outline why the funding is needed and how the application represents value-for-money. |
| Click here to enter text. |

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| **Supplementary Funding**  Provide details of any supplementary funding you have applied for or received to support the activity, including source of funding and amount. |
| Click here to enter text. |

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| **Any Other Relevant Information** (1 page max)  Please provide any other information that you consider relevant to your application. |
| Click here to enter text. |
| If you are providing your application for review within 1 month of the intended start date of the activity. You must outline why this has been submitted so close to the intended proposed activity. In these instances we cannot guarantee we will approve the application. (Half a page max) |
| Click here to enter text. |

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| **Checklist for Accompanying Documents**  I confirm that I have obtained the required supporting documentation submitted with my application (*tick all that apply below*).  *These should be submitted as separate documents, not as web links or copying the information in the fields below.* | |
| **Cost estimates and comparisons** |  |
| **Correspondence with speakers, partner organisations, etc. (as relevant)** |  |

* By submitting the application form electronically by email I confirm that its contents are true and correct.

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| **Student Signature** | **Date** |
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* Please submit your completed application by email to your home institution:

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| **Institution** | **Email Contact** |
| Brunel | emma.smith@brunel.ac.uk |
| Open University | [FASS-Research-student-support@open.ac.uk](mailto:FASS-Research-student-support@open.ac.uk) |
| Oxford | granduniondtp@socsci.ox.ac.uk |