

To help you prepare the information for the online application form, these are the questions that you will need to answer

The application form should be [completed online](#) by **1700 on Friday 17 March 2023**. Please don't use the form below.

1. Your details

Lead applicant	
Name	
Research Centre/ Institute/ Department	
Contact email	
Other applicant(s)	
Name(s) and Research Centre/ Institute/ Dept(s)	

2. Proposed event/ activity

Title	
Date (approx.)	

Description (around 500 words) <i>Provide a description of your proposed activity, including:</i> <ul style="list-style-type: none">• <i>the identified development or other need</i>• <i>the aims and anticipated outcomes of the activity</i>• <i>the nature of the activity (what, when, how and who)</i>• <i>the target audience</i>• <i>estimated number of participants</i>

3. Resources

Breakdown of costs Item (add rows as required)	Cost
<i>e.g. catering, stationery, materials</i>	
Total cost of activity	£
Details of any other funding or contributions	Amount
<i>Source of funding</i>	
Funding requested	£

Other resource requirements <i>Summarise any other non-budgeted resources - e.g. University rooms, staff support</i>

Please send completed application forms to the [Doctoral School](#) by 1700 on Friday 17 March 2023. Decisions will be communicated within three weeks of the closing date.