**Crick Partnership Networking Fund Application Form**

**Please send queries and completed application forms to:** [**solene.debaisieux@crick.ac.uk**](mailto:solene.debaisieux@crick.ac.uk)**.**

**Please note that eligibility criteria have been recently updated. Please check the updated application guidelines for more details.**

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| **SECTION 1: APPLICANT AND CO-APPLICANT DETAILS** | |
| **Name of Lead applicant:** | **Name of Supervisor (if relevant):** |
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| **Lead applicant position:** | **Supervisor position (if relevant):** |
|  |  |
| **Lead Institution:** | **Department and Administrator contact details (if applicable):** |
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| **Name of Co-Applicant 1:** | **Partner Institution:** |
|  |  |
| **Current position:** | **Department and Administrator contact details (if applicable):** |
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| **Name of Co-Applicant 2 (if relevant):** | **Partner Institution:** |
|  |  |
| **Current position:** | **Department and Administrator contact details (if applicable):** |
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*Note: Please add more sections if required*

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| **SECTION 2: EVENT DETAILS** |
| **Event name(s), date(s) and topic(s):** |
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| **Type of event(s) planned (tick all that apply):** |
| Symposium/Scientific meeting  Seminar series  Workshop  Training session  Networking session only  Public engagement event  Other (please describe) |
| **Is your event:** |
| In-person only  Virtual only  Hybrid |
| **Planned event venue(s) (tick all that apply):** |
| Crick  UCL  King’s  Imperial  Other (please specify) |
| **Targeted audience (tick all that apply):** |
| Research staff  Students  Operation Staff/Professional Services  Members of the Public  Other (please specify) |
| **Expected attendance (tick all that apply):** |
| 0-20  20-50  50-100  >100 |
| **Has the Crick Partnership Networking Fund supported this project or a similar project before?** |
| No  Yes  If yes please briefly explain what would be the added value of your new event(s): |

**SUPPORTING DOCUMENTATION:**

**Please feel free to provide in annex the event programme and the names of the key speakers if known (1 page maximum).**

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| **SECTION 3: CASE FOR SUPPORT** |
| **Please briefly explain why you chose this type of event. (Max. 150 words)** |
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| **Please list up to three key objectives below. (Max. 250 words)** |
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| **Please explain how such event(s) will benefit the partnership and enhance interactions between the Crick and its partner(s). Please describe how you will measure such benefits and evaluate any potential legacy from your events. (Max. 500 words)** |
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| **Where relevant, please include a brief statement from your manager in support of your application (for students, postdocs, LRS or similar role). (Max. 150 words)** |
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| **SECTION 4: FUNDING** | |
| **Total meeting costs:** | |
|  | |
| **Total amount requested (maximum £4k):** | |
|  | |
| **Please provide details of how the funding would be used in the table below.**  **Please fill all the fields applying to your event.** | |
| **Meeting costs** | **Funding (£):** |
| Travel |  |
| Accommodation |  |
| Meeting costs (e.g. venue hire, catering etc.) |  |
| External speaker/ facilitator fees |  |
| Online technology (e.g. virtual platform/software, IT support etc) |  |
| Prizes (Poster, talk) |  |
| Other (please describe) |  |
| **Please provide a brief justification for the costs detailed above. (Max. 250 words)** | |
|  | |
| **Please give details of any additional funding sources that you are applying to, to help fund your event in full if you are part funded or if your application is not successful. (Max 250 words)** | |
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**Last updated 13/02/24**