



## IAS Octagon Small Grants Fund

### APPLICATION FORM 2022-23

#### Personal Details

First name:	Surname:
Department:	
Email:	
The fund is only open to postgraduates and ECRs. Other staff should apply to the 'IAS Call for Events'. Are you PGT, PGR or Early-career researcher?	

#### Event Proposal

Title:
Date(s) of activity:
Proposed activity (e.g. overview of event, intended participants and audience):
How is the activity interdisciplinary/ cross-departmental?
How does the activity involve graduate students?
How does the activity showcase A&H/SHS/SSEES research?
How does the activity engage with staff and students at other institutions?





## Budget

- **Up to £1500 is available per application.**
- **Applications may either fully fund an event or be linked to other applications for outside funding.**

Expected no. of attendees	Expected total cost of event:	Amount requested from Octagon Small Grants Fund (up to £1500):
Breakdown of likely costs (e.g., refreshments, room bookings, travel expenses):		
Alternative sources of funding applied for/secured (including amounts):		

Octagon Small Grants funds are claimed **after** the event has taken place. In most cases, **your department** pays any upfront costs, which are then refunded via an internal transfer of monies after the event. **All monies must be spent and claimed by 31st July 2023.**

Please mark to confirm you have discussed this with your department:

Please confirm who in your department the IAS should liaise with to refund costs incurred.

Dept admin name or email address:

Please email your completed form to Lucy Stagg ([lucy.stagg@ucl.ac.uk](mailto:lucy.stagg@ucl.ac.uk))

