**Appendix A: MAPS Caring Fund application form**

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| **MAPS Caring Fund application form 2022/2023** |
| **Name of applicant, department and date of application**: |
| **Details of event (e.g. conference) for which funds are sought (name, dates, location):** (*for any event up until 31st July 2023, see point 4.7)* |
| **What will the funds be used for?** *e.g., extended hours for a child-minder or a care worker to cover time when arriving home later than normal; babysitter costs; overnight care costs; travel expenses for extended family or friends to come to look after dependants\*; after school activities; clubs or play schemes. This is outside normal working patterns as stated in 4.4.**\*Currently, due to UCL’s expenses policy, spouses, partners and those who already live with you, do not meet the criteria.*  |
| **Funds requested, including breakdown of total cost into the categories above**: |
| **Have provision of funds been sought from other providers** *e.g. RCUK, London Mathematical Society, IoP, where relevant? If so, please specify amount.* |
| **Line Manager Approval (name, signature, date):** |
| **Head of Department Approval (name, signature, date):** |
| **Note: If funding is approved, please complete the feedback form sent to you in the outcome email, within a month of the activity** |
| **For the panel use only: Successful** [ ]  **Unsuccessful** [ ]  |
| **Approved Funds (in GPB £):** |
| **Signature of Panel Chair (name and date):** |
| **Notes:**  |