

Society for French Studies

Conference Grant and Workshop Awards Scheme: Application Form

N.B. This fund is for those organising conferences, workshops or seminars. If you are seeking funding as an individual to attend a conference, you should apply to the Research Support Fund (see the Society's website for details).

Applicant Name:	
Institution:	
Correspondence and e-mail address:	
Are you a member of the <i>Society for French Studies</i>?	
1. Title, date and nature of the proposed event (including expected attendance):	
2. Draft budget	
(a) Expenditure	
Item	Amount
Speakers	
Catering / Accommodation (per delegate, per day)	
Room / Equipment Hire	

Administrative costs (please specify)	
Printing and Publicity	
Other (please specify)	
Total expenditure	£

(b) Income

Item	Amount
Fees	
Full Delegate Fee £ <input type="text"/> No. of delegates at full fee (projected) <input type="text"/>	
Total income from full delegate fees	£
Reduced fee £ <input type="text"/> No. of delegates at reduced fee (projected) <input type="text"/>	
Total income from reduced delegate fees	£
Grants from other sources (please specify)	
Other	
Total income	£

Details of grant requested from the *Society for French Studies*

Item	Total Amount
Speakers' travel (please give name of speaker(s), travel details and fares)	

Speakers' accommodation (please give name of speaker(s), no. of nights at conference, and cost per night)		
Speakers' maintenance (please give name of speaker, no. of days at conference, and cost per day)		
Administrative expenses (please specify)		
Other (please specify)		
Total grant requested	£	
4. Please state how the bid would serve to disseminate research and/or pedagogic practice in the broadly defined field of French Studies		
5. Signature of applicant to confirm an undertaking to abide by the conditions of the award, if successful		

Completed application forms should be sent electronically to d.mccallam@sheffield.ac.uk