University of Leicester

Graduate School

AHRC Research Training Support Grant – Application Form to Attend a Conference

Before submitting this application, please read the guidance notes carefully. This application must be submitted at least ONE MONTH before the conference start date.

Section One – For Completion by Award Holder

Name of Award Holder	
Award Number	
Telephone	
Email	

Please state your reasons for attending the conference and indicate how it is relevant to your research. You should also state what other sources of funding you have identified and what proportion of your costs will be met from those sources. Please continue on a separate sheet if needed:

Please confirm the conference dates and location and the EXACT travel dates as well as the amount of funding requested. Awards are based on the estimate provided here, so you should be as accurate as possible.

Conference Dates (DD/MM/YYYY)		Conference Location (City and Country)
Conference Start Date	Conference End Date	
		Amount of Funding Requested
Travel Dates (DD/MM/YYYY)		
Departure Date	Return Date	

Please tick here to indicate that you have attached evidence that you have been invited to present a paper (or equivalent) at the conference: ☐

I confirm that I have read the appropriate guidance notes and that I will inform the Graduate School should this trip be cancelled. In the event that the trip is cancelled I understand that I will be required to return to the Graduate School any money paid.

Signed (Award Holder)	
Date	

Section Two – For Completion by Supervisor

Please state the relevance of this conference to the award holder's research:

I confirm that the award holder will be presenting a paper (or equivalent) on their research at the conference. I confirm that I have read the appropriate guidance notes and that the details of the conference provided by the award holder above are accurate. I confirm that I will notify the Graduate School should this trip be cancelled.

Name of Supervisor	
Email	

Signed (Supervisor)	
Date	

Please return this form with attached evidence that you have been invited to present a paper (or equivalent) at the conference to: Brett Dodgson, Graduate School, University of Leicester, University Road, LEICESTER, LE1 7RH