

SEEF Conference Grant Application Form (For Conferences being held on ANU Campus)

Please ensure you have read the SEEF 2017 Conference Guidelines before submitting this Application.

[Click to apply for funding to attend a conference](#)

Application Form

Is this an Individual or Group Application?

Individual

Group

Name of Group or Individual

Number of Organisers

Contact ANU Email
(SEEF corresponds with ANU emails only)
Default: @anu.edu.au

Name of Applicant #1

Uni ID of Applicant #1
Default: u

Contact Number of Applicant #1

Name of Applicant #2
(If applicable to your project)

Uni ID of Applicant #2
Default: u

Contact phone number of Applicant #2

Start Date of Project [Required]
DD/MM/YYYY.
Eg.24/01/2014

End Date of Project

DD/MM/YYYY

Eg. 24/01/2014

Has a Grants and Affiliations Committee (GAC) application been submitted for this project?

Applicants can only apply for GAC or SEEF funding — not both.

Please visit <http://anusa.orgsync.com/GAC/> or contact sa.gac@anu.edu.au for more information.

No

What will the SEEF Conference Grant funds be used for?

Please describe your proposed event in 7 words or less. For example, "Holding an ANU PhD Women's Leadership Conference"

How would you categorise this project?

- Social
- Cultural
- Educational
- Artistic
- Sporting
- Other

Conference overview (maximum 150 words)

Please provide a brief description of your proposed conference.

Conference Summary

(maximum 400 words) [Required]

Please provide a more detailed description of your proposed conference, including the following details:

- Participants/organising aspects of the project
- Logistical arrangements (location of project on campus)
- Is there an application process for participants in your conference (if applicable)
- Other resources which will be used to fund the conference(if any)
- Conference planning time-frame
- Projected number of conference participants
- Post-conference activities

Please note:

- 1) Funding bids connected to an existing ANU Department must include contact details for the relevant ANU staff member.
- 2) Funding will be automatically rejected if the activity or event contributes to a course content requirement.

Outcomes - how will the conference benefit the ANU student community? (maximum 400 words) [Required]
In order for your application to be accepted you will need to demonstrate your project will benefit the wider ANU community.

Please provide detailed examples of what outcomes you expect from your conference once it has ended, and how those outcomes will ultimately benefit the wider ANU community.

Proposed budget, including both anticipated expenditure, and sources of income other than SEEF

Example:

INCOME

\$1,000 - SEEF Funding

\$2,000 - Conference registration fees

EXPENDITURE

\$500 - Printing

\$1,500 - Catering

\$1,000 - Travel costs for keynote speaker

Please upload relevant documents for your proposed conference. This may include a risk management plan, financial documents, proposed conference program, etc

Please include any relevant web-links for the conference:

Requested amount of SEEF funding.

Terms and Conditions [Required]

I hereby declare that I have read and accept all the terms and conditions set out in the SEEF Conference Grant Guidelines. The information and records submitted in application are true and correct to the best of my knowledge and belief.

Full terms and conditions can be found by in the SEEF Conference Grant Guidelines, which can be downloaded at:-
<https://parsa.anu.edu.au/pageassets/seef/applying-for-seef/SEEF-Guidelines-15-03-2017-updated.pdf>

I Agree