# Seminar Series Application Form (2018)

Please send your completed form to Joe Shaw ( [joe.shaw@glasgow.ac.uk](mailto:joe.shaw@glasgow.ac.uk) ) no later than:

**14th September 2018.**

## 1. Applicant Information

Please complete all of the following section.

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| --- | --- | --- | --- |
| **1.1 Project Leader Details** | | | |
| Lead contact name: |  | | |
| Contact address: |  | | |
| Email: |  | Tel: |  |
| Profile web page: |  | | |

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| 1. **1.2 Further Team Members** | |
| 1. Name(s): |  |
| 1. Contact address(s): |  |
| 1. Email(s): |  |
| 1. Profile web page(s): |  |

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| 1. **1.3 Proposal Information** | |
| 1. Title of proposal: |  |
| 1. Number of events: |  |
| 1. Proposed start date(s): |  |
| 1. Duration of seminar(s): |  |
| 1. Host institution(s) / venue(s): |  |
| 1. Total funds requested (GBP): |  |

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| 1. **1.4 Host Institution Letter of Support** 2. (letter must be included with application, see section 3 below) | |
| 1. Title and name: |  |
| 1. Contact address: |  |
| 1. Email: |  |

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| 1. **1.5 Referee Information** | | | |
| 1. Referee #1 name: |  | 1. Referee #2 name: |  |
| 1. Referee #1 role: |  | 1. Referee #2 role: |  |
| 1. Contact address: |  | 1. Contact address: |  |
| 1. Email: |  | 1. Email: |  |

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| 1. **1.6 Where did you hear about the USF Seminar Series grant?** |
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## 2. Proposal Information

Please complete all of the following sections, paying particular attention to the maximum word counts and the Further Particulars document available at: <http://urbanstudiesfoundation.org/funding/seminar-series>

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| 1. **2.1 Proposal Summary** 2. (maximum 750 words) |
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| 1. **2.2 Budget Information** | | |
| 1. Item | 1. Details | 1. Amount Requested (GBP) |
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| 1. Other 2. *(please specify or insert additional rows here as necessary)* |  |  |
| 1. **Total Requested:** | | 1. **\*INSERT AMOUNT GBP\*** |

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| 1. **2.3 Budget Statement** 2. (maximum 500 words) |
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| 1. **2.4 Seminar Format(s) and Draft Programme** 2. (maximum 1,000 words) |
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| 1. **2.5 Background and Goals** 2. (maximum 750 words) |
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| 1. **2.6 Participants** 2. (maximum 750 words) |
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| 1. **2.7 Feasibility and Planning** 2. (maximum 750 words) |
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| 1. **2.8 Publication Plans** 2. (maximum 750 words) |
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| 1. **2.9 Bibliography** 2. Please list references from sections 2.1-8 here, in standard alphabetical bibliography format. |
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## 3. Further Information

In accordance with the Further Particulars document (available at: <http://urbanstudiesfoundation.org/funding/seminar-series> ), please confirm that you have included the following documentation with this application:

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| --- | --- | --- |
| 1. **3.1 Further documentation included** | | |
| 1. 1. Letter of support from host institution | 1. Included? | 1. YES/**NO** (delete as appropriate) |
| 1. 2. CVs of Project Lead(s) | 1. Included? | 1. YES/**NO** (delete as appropriate) |
| 1. 3. Additional supporting documentation (if required) | 1. Included? | 1. YES/**NO** (delete as appropriate) |

## 4. Submission Declaration

In order to apply for funding from the Urban Studies Foundation, you must agree to the following:

□ I/We (the project leads in Section 1) confirm that: (1) all information contained in this application form is true, correct and complete; (2) I/We consent to the storage, processing and use of the information contained in this application form as described in the Urban Studies Foundation Privacy Notice (available at <http://urbanstudiesfoundation.org/privacy-notice>); and (3) I/We agree to be bound by the decision of the Urban Studies Foundation awarding panel in relation to this application, and understand that their decision is final.

NAME(s):

DATE:

SIGNATURE(s):