**International collaboration funding scheme 2023–2024**

**Application Form**

**PART ONE**

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| **NAME/S OF ALL APPLICANT/S**  **(Identify the lead applicant clearly)**  **Include present appointment & employer for all applicants** |  |
| **Lead applicant’s postal address** |  |
| **Lead applicant’s email address** |  |
| **Lead applicant’s telephone** |  |
| **Summary of lead applicant’s academic career** |  |
| **Sum requested** |  |
| **Other sources of funding tried** |  |
| **Date of application** |  |

**The Lead applicant confirms:**

* I am a fully paid-up member of the Socio-Legal Studies Association at the time of making this application.
* I have enclosed a letter from an authorised person from my home institution undertaking to administer any award in accordance with the institution’s approved financial procedures.
* I have enclosed a letter of support from the international partner’s institution/international partner organisation.

**PART TWO**

Please set out the aims and objectives of the proposed international collaboration, its importance to socio-legal studies, the details of all the proposed activities for which funding is required (including timescale, substantive theme/topic to be covered, a list of agreed participants for the activities or an indication of those who have been approached and those who have indicated an intention to participate) as well as any activities planned beyond the funding, how the activities will enable new connections to be formed or enable an existing relationship to be significantly developed, and how the activities will benefit the applicants and international partners. This section should provide an explanation of which of the criteria for this funding are met and how.

This part of the application form must be completed in no more than **1500 words**.

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**PART THREE**

Please set out the full budget statement (which should be a reasonable assessment of specific costs, representing value for money) identifying the main heads of eligible expenditure, the amount of funding sought under each head and the overall amount sought. Where any additional funding for the event has been obtained or applied for from another body, or being planned to be sought, including from the applicant’s institution, then this must be disclosed here.

This section should also set out justifications for all proposed travel costs including why travelling is necessary, how environmental harm and sustainability have been taken into consideration, and whether any steps will be taken to reduce the environmental impact of travel.

This part of the application form must be completed in no more than **1000 words**.

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