# BAFTSS Special Interest Group Funding Scheme

**Application Form**

* **This application form is for events taking place before** **31st December 2025.**
* There is a limited amount of funding available to support BAFTSS Special Interest Group activities. This funding is typically for the support of seminars, symposia, networking events and local conferences organized by individual members (faculty, graduate students, independent researchers) of Special Interest Groups [SIGs]. Applications are assessed on the basis of academic merit and contribution to BAFTSS SIG activities.
* **1st January 2023 – 31st December 2025:** during this period each BAFTSS SIG is eligible to apply for up to a total of £500. This amount can be split across one or more applications.
* **Who can apply?** Events can be organized by any current member of BAFTSS SIG. Faculty, PGRs, Early Career and/or Independent Researchers are eligible to apply. Applications from PGRs must be approved by their PGR Director/Supervisor.

**How to apply:**

* Funding applications should include a budget and supporting evidence (e.g. screen grabs of typical costs for travel and accommodation) to support the amount requested.
* BAFTSS SIG Funding applications are assessed by members of the BAFTSS Executive Committee on the basis of academic merit. Submission of an application for funding does not guarantee a successful outcome.
* Funding applications must accord with the objectives of BAFTSS as set out on our website <https://www.baftss.org> and the stated remit of the SIG.
* The application form and final report (250words) must be seen and agreed by the SIG Convenors and BAFTSS Executive Committee.

**Eligible costs:**

* SIGs can charge a registration fee for their event, but a clear rationale for this should be included in the application.
* **Invited speakers:** travel and accommodation costs for invited speakers are eligible. Invited speakers are not required to hold current BAFTSS membership.
* **PGR/ ECR/ Unwaged travel bursaries:** recipients must have current BAFTSS Membership.
* **BAFTSS has a Zoom account which can used for BAFTSS SIG projects.**
* **Honoraria:** in exceptional circumstances, honoraria for invited speakers will be considered. Honoraria are capped at a maximum of £150 and are agreed at the discretion of the BAFTSS EC.
* **Wine receptions:** costs of alcohol are capped at £75.

**Funded events:**

* The BAFTSS SIG Funding Reports are on the Home Page of each SIG and in the BAFTSS SIGS Newsletters.
* **If your Application to the BAFTSS SIG Funding Scheme is successful:** we ask that you, as event organizers, acknowledge BAFTSS’ support and display the BAFTSS logo when advertising your event. Please remember to advertise funded events via the BAFTSS JISCmail list.
* **Project report:** SIG convenors and event organizers are asked to send a short report (circa 250words) no later than 6 weeks after the event. This report will be available on the BAFTSS website. We welcome images.
* **Receipts**: please send receipts which show how BAFTSS funding was used within 6 weeks of the event supported. Changes to the budget outlined in the initial funding application should be agreed in advance (see contact details at the end of this form).
* **Deadline:** There is no specific deadline, but we do recommend that you submit your application at least 3 months before your event. Applications will be reviewed at the BAFTSS Executive Committee Meetings (January, April, July, November). **Funded projects for this round must take place before 31st December 2025.**

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| **Title of event.** |  |
| **Date and Location.** |  |
| **Name of your SIG** |  |
| **Details of previous applicant’s BAFTSS SIG funding between 1.1.2022 – 31.12.2025** |  |
| **Applicant’s name, title and academic affiliation/ independent researcher.** |  |
| **Contact information of organizer.** |  |
| **The username or email address that you use for BAFTSS membership.** |  |
| **Description of the event (c.200 words max). Please include a concise overview of the event, its rationale and aims; the name(s) and affiliation of any speakers.**  |  |
| **Detailed budget.****Please include a breakdown of the BAFTSS Fund requested.** **Please include evidence to support these costs (e.g. attach a PDF or screenshot of typical rail fare, film hire costs, a prospective catering invoice etc.)**  |  |
| **Do you require use of the BAFTSS Zoom account for this event ?**  | *Yes/no**dates* |
| **Details of any additional funding.****(co-funding from other sources, or some departments will match funding from external sources)** |  |
| **Total amount requested** |  |
| **Is there any further information relevant to your application that you would like to be taken into consideration.** |  |
| **PGR applicants are required to include the signature of their PhD Supervisor or Head of School.** | *Electronic signature and email address.* |
| **Signature of Applicant** |  |
| **By submitting this form you confirm that this application for funding has been approved by the SIG Convenor(s). All of the Convenor(s) for your SIG must be copied in when you submit this form.** |
| **Date** |  |

**BAFTSS SIG Funding Enquiries and applications to:** Dr Elizabeth I Watkins e.i.watkins@leeds.ac.uk

We are committed to helping our communities to develop strong, positive action around issues of equality, diversity and inclusivity. These values are displayed in the Inclusivity Statement displayed on the BAFTSS Homepage (https://www.baftss.org) and should be embedded in all that we do. Applicants are encouraged to be mindful of issues of race, gender, LGBTQI+ status and disability when planning their events, putting panels together, considering access issues and inviting participants.