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**Funding Application for Events**

Please use this form for event funding (a separate form is available on the LSC website). The boxes should expand automatically to suit the amount of text.

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| Name: Institution: Email:  |

1. **Funding purpose**

[ ] Conference/workshop/ guest lecture in Regensburg

[ ] Event series (Ringvorlesung / Lecture series / Speaker series, etc.)

[ ] Other (for example journalist talks, artistic events, training workshops; further formats will be considered

1. **Title and type of the event; date; location**
2. **If needed, (co-)organizers of event**
3. **Date funding required**
4. **Summary of application purpose (half page):**
* Please include here an outline of the event you are planning
1. **Statement of relevance to the ScienceCampus and/or your research (half page):**
* Please outline briefly how the event will further the goals of the Leibniz ScienceCampus and its research focus. Please mention what outputs you envisage from the event and in which time frame.
* If relevant, please also outline how the funding will further your ongoing research.
1. **Please list the name(s) of invited guests (either confirmed or proposed), their institution or location, status and provide a link to their CV or other relevant information:**
* For large events, please provide a separate document with the list of invited guests.

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| --- | --- | --- | --- |
| Name | Institution or location | Status (Prof., Postdoc, Journalist, Artist etc.) | Link to CV and other information |
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1. **Events: Budget – Please provide a rough outline of the funding requested.**

*Accommodation: For events in Regensburg, please reckon with 90 EUR per night for a single room, 120 EUR for a double room – the costs for a double room can only be covered if two event guests are sharing a room. For single occupancy of a double room, the guests must cover the difference. For events outside Regensburg, please use the sums recommended by the* [*State of Bavaria*](https://www.bayerntax.de/service/tipps_informationen/reisekostens%C3%A4tze_l%C3%A4nder%C3%BCbersicht/) *or actual costs if lower.*

*Food and Drink: please note that we cannot fund meals with speakers/ guests; for workshops and conferences with majority external participants, we can provide coffee breaks (3 EUR, per Person, per break and/or Lunch: 15 EUR per Person, per Break if catering at UR/IOS, or lunch at a restaurant at 18 EUR per person);
Speaker Fees: these can only be awarded for academics as part of keynote talks at conferences or in lecture series (usually 150 EUR) or to journalists, artists or other non-academic experts (usually max. 300 EUR). Guests’ visa fees cannot be covered.*

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| **Costs to be covered by the LSC** | Amount (€) | Remarks |
| Travel costs |  |  |
| Accommodation *See notes above* |  |  |
| Food and drink*See notes above* |  |  |
| Speaker Fees (Honorarium)*See notes above* |  |  |
| PR costs (poster design, printing, programmes, etc.) |  |  |
| Conference fees*See notes above* |  |  |
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| Other – please outline beside |  |  |
| Total amount |  |  |

**Additional funding: Please outline any additional funding you have received to support this application.**

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| Source of additional funding (Vielberth, DFG, Chair funding, etc.) | Amount (€) | Remarks |
|  |  |  |
|  |  |  |
|  |  |  |
| Total amount |  |  |

1. **Notes and additional remarks**
2. **Date of application:** Klicken oder tippen Sie, um ein Datum einzugeben.