



**IPSA COMMITTEE ON RESEARCH AND TRAINING
FUNDING OF RESEARCH COMMITTEES MEETINGS**

APPLICATION FOR FUNDING

Chairs and Co-/Vice-Chairs of research committees are invited to complete and send the following form (with relevant documentation), to the RC Liaison Officer.

1. Name of research committee: _____

2. Name and address of applicant: _____

3. Position of applicant in RC*: _____

4. Title of the event: _____

5. Dates and location: _____

6. Organizer(s) of the event: _____

7. Sum being requested: _____

8. Total budget of the event: _____
(please supply also an outline budget)

*The Research Committee Chairs and Co-/Vice-Chairs are the only officers eligible to apply for funding on behalf of a Research Committee.

9. Event description:

10. In case of a joint venture with another RC or a political science association (PSA), please insert an explanatory section here:

11. Expected Format:

The format is a workshop to be held at... (xxx). The workshop will consist of (xxx) panels (each with xxx paper-givers), with one discussant and one chair per panel. Each paper-giver will make a 15-minute presentation. Once the panelists have concluded their presentations, the discussant will provide a brief set of oral comments (10-15 minutes). The panel chair will then open the floor to questions and discussion (45-60 minutes) from the audience.

12. Content:

The workshop is expected to comprise the following panels:

[Please insert the panel themes, names and institutional affiliations of expected paper-givers, and titles of papers; as far as possible, also names of discussants and chairs]

The following contributors will be supported by the funding:

[Please insert names, institutional affiliations, and reasons for support]

13. Output:

The results of the workshop will be communicated within the IPSA and wider academic communities (as well as outside it to practitioners and policy-makers) via.... Following the workshop, leading academic publishers that have published books either focusing on a similar topic or employing a compatible theoretical approach, such as ... (xxx), will be contacted. Commercial peer-reviewed presses, such as... (xxx), will also be considered.

14. Budgeting and Funding Applications:

The amount budgeted for the workshop is (US\$xxx). Local costs of the meeting will be covered by the local host (xxx), and three organizations have been indicating interest and various forms of support for the workshop project: the... (xxx) Fund will provide US\$xxx; the... (xxx) has pledged its organizational support for the workshop as well as US\$xxx; and the... (xxx) has indicated that we are eligible to receive US\$xxx in funding.

As Chair of IPSA RC xx (and workshop organizer), I am applying for **US\$1,500** in funding from the IPSA Committee on Research and Training (CRT) so that we reach the (xxx) budget-target. It is understood that in accordance with established IPSA rules, IPSA funds should be used for contributing to the travel expenses of paper-givers on a “fair” basis taking into account special needs, and also for administrative or other costs if they are adequately substantiated. Funding may not be used for paying honoraria.

Please send this completed form and accompanying documentation (if necessary) to:

RC Liaison Officer, Christ'l De Landtsheer at christl.delandtsheer@uantwerpen.be

Also ad in C.C. kneuer@uni-hildesheim.de and mathieu.stlaurent@ipsa.org