

## **APSA Annual Workshop Funding Scheme**

### **Guidelines 2022**

APSA provides funding each year to assist with the running of two or more eligible workshops proposed by APSA members at their respective universities. Applications supported by specialist groups and sub-committees are particularly encouraged.

Eligibility of workshop applicants (all nominated convenors) is restricted to current financial members of APSA. Individual APSA members should be listed as a Convenor on no more than one proposed workshop (although they could be listed as a potential participant in more than one). Specialist groups and sub-committees can only support one bid each per year.

Workshop funding is awarded on a competitive basis. The total funds available in any one year will be determined by the Executive Committee according to the Association's cash flow.

Funding will be awarded to a standard value of \$11,000. In special circumstances, and where appropriate, APSA will consider applications for a higher amount.

The funding awarded to a successful workshop will be determined on an individual basis. Special consideration will be given to applications that include:

- early career researchers
- Aboriginal and Torres Strait Islander scholars
- high proportions of financial members of APSA

All applications are expected to demonstrate that matching funds will be used to meet the full cost of the event.

APSA workshop awards WILL support the following items of expenditure associated with the running of the workshop:

- fares for participants from within Australia
- accommodation for non-local participants
- catering for lunch, morning and afternoon teas
- specified printing and administrative expenses
- RA costs associated with organising the workshop, and/or activities leading towards publication outcomes particularly where this involves post-workshop mentoring for ECAs.

APSA workshop awards WILL NOT support:

- cost of venue hire
- conference dinner
- alcohol expenditure
- speakers' fees
- international airfares

The APSA Executive Committee will assess the proposals and determine the successful application(s). The Executive Committee reserves the right to co-opt expert advice when necessary.

Successful applicants will be expected to produce a written report on the workshop, including a budgetary statement, a list of participants, plans for publication of all or some of the papers, and accompanying photos suitable for use by APSA for the promotion of its annual round of workshop funding.

All enquiries and applications should be directed to the APSA National Office Executive Assistant: [Arts-SSPS-APSA@unimelb.edu.au](mailto:Arts-SSPS-APSA@unimelb.edu.au)

**The closing date for 2022 workshop applications is COB Monday 21 February 2022 (Melbourne Time).**

Both successful and unsuccessful applicants will be notified by email by late-March 2022.