AINSE Conference / Workshop / Symposium Support Application

Funding support is available for Event (conference/workshop/symposium) organisers from AINSE-member organisations. This funding can be used to fund flights for students (undergraduate or postgraduate) from AINSE-member organisations who are delivering an oral or poster presentation at the supported Event.

Selection Criteria

- The steering committee for the Event must contain at least one committee member employed by an AINSE-member organisation;
- The Event must be relevant to nuclear science and engineering; and
- The Event must align with ANSTO policies on diversity and inclusion, as evidenced by a Diversity and Inclusion Plan for the Event submitted alongside the application form.

Application Process

Applicants must fill in the AINSE Conference/Workshop/Symposium Support Application and email this form, together with their Event Diversity and Inclusion Plan, to AINSE (ainse@ainse.edu.au). Receipt and notification of the application outcome will be in the form of an email from AINSE.

Terms and Conditions of Funding

- The Event support amount granted for funding will be outlined in the notification email from AINSE;
- AINSE must be recognized as a sponsor of the event with placement of the AINSE Logo on all Event material, including the official website. The AINSE logo can be requested from the AINSE Secretariat (ainse@ainse.edu.au) and will be provided to successful applicants in the notification email from AINSE;
- Funding is to be used for students from AINSE member organisations, for flights ONLY to and from the supported Event;
- The recipient of the funding is responsible for coordinating all student flights to the agreed funding amount;
- AINSE will only support economy class flights, and no fully flexible fares, in order to ensure more students have the opportunity to attend the event; and
- The applicant must ensure that funds approved are used to support travel in a fair, diverse and equitable fashion, ensuring that students from all AINSE member organisations are able to apply and that the process adopted does not exhibit favouritism or bias.

Funding Allocation and Invoicing

AINSE offers two options for funding payments, once funding is approved:

1. AINSE will accept an invoice from the recipient receiving the funding to the amount of the support funds prior to the event; or

2. The recipient of the funding can book the travel for the students and then claim back the support funds via an invoice back to AINSE post event.

For both options, receipt of expenses must be supplied to AINSE, including a list of students and their affiliated universities three (3) weeks after the event. Any unexpended funds from the conference support must be returned to AINSE.

Advertisement of AINSE Support prior to receipt of funding approval will result in the application being deemed ineligible.

AINSE Funding is limited to a maximum request of A$5,000

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APPLICANT (CONFERENCE ORGANISER) INFORMATION:

First Name		Family Name	
Phone		E-mail	
Department		Institute	

CONFERENCE / WORKSHOP / SYMPOSIUM DETAILS

Event Type	☐ Conference ☐ Workshop ☐ Symposium ☐ Other _____
Full Name of Event	
Website of Event	
Dates of Event	
Venue of Event	
Description and Purpose of Event. (Must show how the Event aligns with AINSE Mission as described on the AINSE website: www.ainse.edu.au)	
Budget Details	
Amount of Funding Support sought from AINSE	A$
Details of what the funding support will be used for	
Details of funding support from other sources that is already approved	A$ Sponsor: A$ Sponsor:
Expected number of:	AINSE Member students: AINSE Member Academics: Other Delegates:
Other supporting information	

I HAVE ATTACHED

☐	A Diversity and Inclusion Plan for the Event *(This document must describe the steps taken to achieve diversity and inclusion among the steering committee members, speakers, and participants of the Event)*

DISCLAIMER

I certify that my answers are true and complete to the best of my knowledge.

Name of Applicant:	Signature:	Date:

ACKNOWLEDGING AINSE FUNDING

AINSE requires acknowledgement of its funding support. All successful Event support recipients must include acknowledgement of AINSE funding in all Event material, including the official website. Presentations and/or posters delivered by supported students must include the AINSE Logo. The AINSE Logo can be requested from the AINSE Secretariat (ainse@ainse.edu.au).