

# ASSTA Research Event Awards

## Application Form

Applications should not exceed 6 pages and must include:

- **Principal Applicant Details:** title, name, contact details
- **Background** (how this event came about, the history)
- **Implementation** (how this event will be conducted: dates, venue, format, etc.)
- **Detailed Budget** (how the money will be used, e.g. supporting a keynote address, setting up a workshop session, etc. and what other sources will be contribute to this, if any)
- **Proposed Outcomes** (what is this event expected to accomplish? And the specific outcomes: publications, resource home page, follow-up events, etc.)
- **Benefits to ASSTA members** (how will the event benefit ASSTA members, which ASSTA members will benefit the most or will all members benefit equally?)
- **Nominate up to 3 Independent Reviewers**, *preferably ASSTA Ordinary members* (reviewer name, email address, statement of reviewer expertise and that there is no conflict of interest).

Successful applicants will be required to write a final report.

## Applicant Declaration (to be completed by applicant)

I declare that the information given on this application and all attachments provided are true and accurate records and statements and I authorise ASSTA to verify any facts. I understand that if any information is found to be false this application and/or any subsequent awards may be cancelled.

Signature:

Date: