



PhD Fund – Conference Grant

CHECKLIST:

- Have all receipts been attached?
- Has proof of acceptance of your paper been attached?
- Has evidence of application for college funding been attached?
- Has your supervisor signed the form?

Please read the regulations carefully before completing this form. Please TYPE or complete in BLOCK CAPITALS. Please complete all sections and attach all required supporting documentation. Incomplete applications will be returned.

1. Personal Information

Name:	College:
Email:	Supervisor:
What is your year of doctoral study?	
UK National Insurance number (if you have one) if not please provide your date of birth:	
Full UK postal address:	

2. Proposal

Title of conference:		
Location:	Date from:	To:
What is the title of your paper? (NB The Fund will only support students who are presenting a paper; poster presentations are not eligible)		
If the conference provides free or subsidised postgraduate places please confirm that you have applied for one? Yes <input type="checkbox"/> No <input type="checkbox"/>		

3. Costs

Please give a description of costs and attach the receipts. The fund can only reimburse the cheapest practical means of transport.	
Travel: (please give details)	£
	Total: £
Accommodation:	
No. of nights..... Cost per night	Total: £
Subsistence:	Total: £
Conference fee:	£
Total Expenses:	£
Assured contributions (please give details where necessary):	
College contribution:	£
Amounts assured from other organisations e.g. funding body, sponsors: (please give source and amount):	£
Personal contribution:	£
Total Assured contributions:	£
Contributions requested but not yet assured:	
Organisation(s) applied to:	
Date(s) of decisions:	
Amount(s) requested:	
Total amount Requested from Graduate fund:	£

Signature of applicant:	Date:
Signature of supervisor:	Date:

This form should be returned to the PhD Administrator in the Centre of Development Studies, 7 West Road, Cambridge, CB3 9DT