

**Grant Application Form**

Grants are available for all current active members of the SSG applying for future activity. Grants will not be given for events/research/sabbatical that has already taken place and must be submitted at least three months before the activity is to begin. Any applications submitted with less than three months must provide reasons for this. All completed applications are considered by the SSG council on a quarterly basis. The grant is given on the basis that the applicant will provide a report to council and they may also be invited to present at a future SSG meeting. A cover letter about the funding request can also be included however all candidates must submit the application form regardless.

Please note: Receipts are required for any expenditure

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| --- | --- |
| **Name** |  |
| **Job title** |  |
| **Email address:** |  |
| **Member since:** |  |
| **Grant application type:** | Sabbatical/Research/Travel |
| **Name of Event/Research opportunity** |  |
| **Date of when activity starts & ends** |  |
|  | |
| **Cost breakdown:** |  |
| **Travel** |  |
| **Accommodation** |  |
| **Other costs (please identify):** |  |

The information above will be sent to the SSG council for approval and these details will be securely stored at the SSG office. If further information is required for council, the applicant will be contacted.

Please send your completed form to [ssg.admin@rcpe.ac.uk](mailto:ssg.admin@rcpe.ac.uk)

I confirm that the above information is correct and I will provide the SSG with a full report from the funding received.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Member’s signature (can be electronic)