

Application for the PSAI Conference Inclusion Scheme – Domestic Award

**(Available only for PSAI MEMBERS)**

**The scheme is intended to increase diversity and broaden the participation at our conference by supporting those not in established academic posts from underrepresented groups.**

Please return completed form with CV to [psaipresident@gmail.com](mailto:psaipresident@gmail.com). Decisions will be made by a sub-committee of the PSAI executive committee consisting of the Secretary, Treasurer, and a nominated additional member of the Executive Committee. Applicants will be informed as soon as possible thereafter.

***Please note*:** The minimum award is €50; the maximum is €400. Admissible expenses include conference registration, transportation to/from the conference, public transportation at the conference location, accommodation, and a per diem of €30 per day for meals. (Receipts will be required for all expenses except the per diem for meals.) Requests to have other expenses covered will be considered on a case-by-case basis. Claimants should claim reimbursement via the PSAI’s reimbursement form. Payments will be made into the applicant’s bank account after the conference.

Name:

Email address:

Address:

Institution (if any):

Department (if any):

PSAI member Yes 🞎 No 🞎

How many years since PhD award:

Please indicate the eligibility criteria for this award:

🞎 Racial, religious, linguistic or ethnic minority

🞎 LGBTI+ individual

🞎 Member of the Traveller Community

🞎 Disability or additional needs

🞎 Independent non-academic

Are you giving a paper on a panel at the conference? Yes 🞎 No 🞎

Please include an abstract of the paper to be presented at the conference.

Please indicate a total and breakdown of costs to be claimed.

€

**Total:**

Please use the space below to provide a 300-word statement addressing how your attendance at the annual conference will foster your career development.

**Terms and Conditions applicable to all applications for PEC, Domestic Inclusion and International Inclusion funding from November 2023**

1. All applicants must have travel insurance cover in case of accident or injury that prevents them travelling. Reimbursements for cancelled trips will not be provided whether funding has already been granted or not.

2. All information provided in the application form related to costs must be detailed and broken down to their constituent parts with documentary evidence for the cost basis must be provided.

3. All applicants must present their last payment receipt with their application at the first instance.  Failure to do this will invalidate their application.

4. PEC applicants must list if they have previously been awarded PEC funding on their application.

5. All applicants must give a full account of any other funding that they have received or may be entitled to with their application.

6. It is the responsibility of the applicant to ensure the veracity of the information provided. If false or misleading information is given then the deciding committee reserves the right to cancel the award of any funding given.

7. Reimbursements can only be issued to the applicant's bank account. Reimbursements to other accounts are not permitted under any circumstances.

8. All applicants must be in good standing with the association and fully paid-up members appropriate to their career stage.