



EVENTS FUNDING AWARD GUIDELINES

This scheme is intended to support BAVS members in arranging events, such as conferences, workshops, training courses, networking events, or other events of relevance to Victorian Studies. Events might be based within universities, schools, galleries, museums, libraries, archives or hired spaces.

The maximum sum available is £1000 per project.

Criteria for applying:

- All applicants named on the application form must be current members of BAVS.
- If the application is unsuccessful, up to one further re-application can be made to a future round of funding.
- Only one application per lead applicant can be made to the Events funding in each round.
- Only one application can be submitted for the same Event in each round.
- An application cannot be made for the same project to the Events funding at the same time as applying for the Public Engagement and Outreach award.

Additional information for applicants:

Applicants are encouraged to provide enough information about the event and their own circumstances to enable the selection committee to make a judgement on the criteria as indicated. This might include supporting documents such as a CFP or detailed budget (and, in the case of applications from postgraduates, a letter of support from your Head of Department).

Recipients of the funding award must provide a short report about the event for the BAVS newsletter and have to acknowledge BAVS support in any event publicity.

Postgraduate applicants should also secure a letter of support from either their Head of Department or PhD supervisor, which can be sent directly to the Funding Officer by the deadline, or included with the application.

Review process:

All applications received at the closing date will be checked by the Funding Officer in the first instance and any further information/omitted materials requested from the principal applicant within 7 days.

Following the eligibility check all eligible applications will be reviewed by a sub-group of the BAVS Executive Committee (details of Committee members can be found on the BAVS website). A funding outcome will normally be communicated to applicants by the Funding Officer within six weeks of the competition closing date (for November applications, this does not include the Christmas period).

Applications for the grant will be evaluated on the basis of the following criteria:

- The attractiveness of the proposed event and its theme(s), the balance of breadth and focus the event offers, and the extent to which the event encourages interdisciplinary approaches, and international and interdisciplinary participation.
- The quality and quantity of the benefits and opportunities provided to BAVS members, scholars, graduate students, and other people with an interest in the Victorian period.
- The contribution the event promises to make to the development of the field of Victorian Studies.
- Evidence of careful preparation and planning, availability of an appropriate venue, commitment of the host department/institution, etc.

- A clear sense of the intended expenditure of the grant, and value for money from this expenditure. In general, proposals that involve payment of speakers, or include costs of hiring rooms from the host institution are unlikely to be viewed favourably.
- Previous grants to institutions and/or individuals. While a recent successful application from an institution or individual does not preclude the award of another grant, BAVS generally aims to distribute grants across different institutions and countries.

Application details:

Two rounds of funding are available each year. The deadlines are **April, 30th** and **October, 31st at 5pm (UK time)**. The submission form will close at that time and no further applications will be accepted. It is applicants' responsibility to ensure that all application materials are submitted by the deadline.

Applications not submitted through the form will not be considered.

Please find the application form for the current round of application at the link: <https://bavs.ac.uk/funding/>

For preliminary inquiries, further information, or for any doubt, do not hesitate to get in touch!

Francesca Arnavas, BAVS funding officer

francesca.arnavas@gmail.com