

Higher Education Teaching and Learning Series 2023/24

Workshop Proposal Form

Please ensure you consult the supporting guidance notes before completing this form

1. Proposer Details

Name:	
Position:	
IMA or RSS Membership Number/LMS Member ^{1, 2} :	
Higher Education Institution Name:	
Email Address:	
Telephone Number:	

2. Amount requested: £

The maximum grant available is £600.

3. Co-Proposer's Details

If you are not a member of the IMA, LMS or RSS, this section needs to be completed by an individual who is a member.

Name:	
Position:	
IMA or RSS Membership Number/LMS Member ² :	
Organisation:	
Email Address:	
Telephone Number:	

4. Details of Proposed Workshop

Working Title:	
Rationale for Workshop (250 words maximum):	
Format/duration:	
Proposed Date(s):	
Themes covered or speakers to be invited:	

¹ If you are not a member of the IMA, LMS or RSS, please ensure you complete Section 3, *Co-Proposer's Details*. Failure to do so will result in your proposal being rejected.

² If you are an LMS member, please write 'LMS Member' in this section.

5. Workshop Promotion

How will you promote the workshop to those outside of your department within the wider mathematical sciences community? (100 words maximum)

6. Outline Details for Amount Requested

Please provide:

- An indicative breakdown, including costs and expenses, for how the proposed grant funds will be used.
- Details of any additional financial, or in kind, support for the proposed workshop.

October 2023