Faculty of Humanities and Social Sciences Conference Support Policy

The Faculty of Humanities and Social Sciences has a maximum of $5000 that it may award in support of conferences in each fiscal year. Awards will be made on a competitive basis based on the following criteria:

1. Funding is available only for hosting conferences at Memorial University of Newfoundland.
2. Priority will be given to applications that
   a. Provide matching funds in support of Tri-Council program applications.
   b. Emphasize opportunities for the professional development of our graduate students.
   c. Enhance the national and international profile of programs with the Faculty of Humanities and Social Sciences.
   d. Are multidisciplinary, interdisciplinary and/or collaborative in nature.
   e. Are supported by Departmental Scholarship in the Arts funds.
3. Applications from departments that have an opportunity for cost sharing with other Faculties or Schools must do so.
4. Applications must demonstrate that conference organizers have applied for other conference support funds.
5. Each award shall only be for a maximum of $1000.00
6. A faculty member can be awarded a Faculty of Humanities and Social Sciences conference grant once every two fiscal years.
7. Funds may be used to defray the costs of conference organization; such items as support travel and subsistence for visiting or invited conference attendees, research assistance, materials and supplies associated with a conference will be considered eligible expenses.
8. Application deadline: apply any time; preference is given to applications that are submitted more than 1 month in advance of the conference.

Application Process
Proposals should be submitted to the Associate Dean of Humanities and Social Sciences (Research and Grad Studies). A two-page description should include the following, where applicable:

- A brief description of the event for which funding is being requested;
- Total Budget Request, including all associated estimated costs (e.g., travel, accommodations, sponsorship of speaker, reception, etc.) and expected revenue from all sources, including Memorial units;
- A confirmation of support from relevant Department Heads;
- An indication of how funds will meet Faculty of Humanities and Social Sciences priorities for the Conference Grant;
- An indication of whether the funding is being sought to help leverage other support;
- Details on whether the event is local, regional, national or international.