**AMSI-AustMS Workshop Funding Application**

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| Before you begin:* Apply if you are planning a workshop to take place before **31 August 2026**
* Applications close **Monday 28 April 2025**
* Verify the **AustMS membership** of organisers and speakers — incomplete or incorrect data may result in a reduced funding allocation. AustMS has a reciprocal membership arrangement with several organisations. You may view the list at [austms.org.au/membership/reciprocal-membership/](https://austms.org.au/membership/reciprocal-membership/).
* Applications must meet**AMSI eligibility requirements and address the selection criteria.** Please refer to [rhed.amsi.org.au/workshop-funding/](https://rhed.amsi.org.au/workshop-funding/)
* Applications must include:
	1. This funding application form
	2. [Organiser and speaker list](https://rhed.amsi.org.au/wp-content/uploads/sites/73/2025/03/amsi-workshop-funding-organiser-and-speaker-list.xlsx)
	3. Program document
* Payment is dependent on the completion of a satisfactory post-event report approved by the AMSI Research Committee and AustMS Executive.

**Sydney Mathematical Research Institute Visitor Program**You can nominate an international speaker to visit [SMRI](https://mathematical-research-institute.sydney.edu.au/) for one week pre- or post-workshop. SMRI will provide the approved speaker with return international flights, domestic flights and up to one week's accommodation in Sydney during their visit to SMRI. Nominations of female and gender-diverse speakers, and of speakers belonging to historically underrepresented groups, are especially encouraged. If you wish to nominate any speakers, complete columns O-Q on the [speaker spreadsheet](https://rhed.amsi.org.au/wp-content/uploads/sites/73/2025/03/amsi-workshop-funding-organiser-and-speaker-list.xlsx). SMRI will contact you post-application. ***Please discuss this opportunity with the speaker(s) and confirm their availability PRIOR to nomination.***Keynotes for conferences taking place in Sydney can apply for the [Domestic Visitor Program.](https://mathematical-research-institute.sydney.edu.au/domestic-visitor-program/) Applications are open on a rolling basis and must be made 2–6 months before the start of the proposed visit. |

**WORKSHOP DETAILS**

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| Event Name: |  |
| Host Organisation: |  |
| Event Date: |  |
| Event Location: |  |
| Event Website (if available): |  |
| Event format: Face-to-face/Hybrid/Other |  |
| Will the workshop occur within two weeks of an AMSI or AustMS event?[AMSI events calendar](https://amsi.org.au/events/)[AustMS events calendar](https://austms.org.au/news-events/events/)* If yes, how with the impact of this be managed?
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| Will there be contributed talks as well as keynote speakers? |  |

**EVENT SUMMARY**
*Minimum 100 words. This will be included on the AMSI website event listing for promotion*

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**Field of Research (FoR) Code***For further details on FoR codes*[*click here*](https://www.abs.gov.au/statistics/classifications/australian-and-new-zealand-standard-research-classification-anzsrc/2020)

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| Division Level 2-digit:  |  |
| Group Level 4-digit  |  |

**SELECTION CRITERIA 1: National Benefit of the workshop, including opportunities for future research collaborations***Minimum 200 words. Detail your reasons for holding the meeting, the research questions to be addressed and how it will provide national benefit & opportunities for future collaborations.*

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**SELECTION CRITERIA 2: Diversity of workshop organising committee, including gender, ECR representation, AustMS members and geographical spread (across different**[**AMSI Member Institutions**](https://amsi.org.au/members/)**)**

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**SELECTION CRITERIA 3: Track record, profile and diversity of keynote speakers; including international representation and gender diversity**

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**ATTENDEE BREAKDOWN**

*Include all speakers and organisers who will attend the event.*
*AMSI collects data for reporting purposes. Organisers need to return attendee information post-event via this*[*template*](https://rhed.amsi.org.au/wp-content/uploads/sites/73/2025/03/amsi-funded-workshop-attendee-list.xlsx)*.
Events must be open-invitation and promoted to participants outside the host university.*

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|  | Expected |
| Total |  |
| Domestic |  |
| International |  |
| Members of AustMS |  |
| Other (non AMSI/AustMS) |  |
| AMSI Member Institutions represented |  |
| Postgraduate students |  |
| Early-career researchers (0-5 years post PhD) |  |
| Women |  |
| Aboriginals and/or Torres Strait Islanders |  |

**SELECTION CRITERIA 4: Spread of attendees across multiple**[**AMSI Member Institutions**](https://amsi.org.au/members/)

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**SELECTION CRITERIA 5: Measures and initiatives to boost participation by women, and underrepresented groups**

*AMSI is committed to increasing diversity across all our events. Please elaborate on the strategies being implemented to increase the participation of women and underrepresented groups.*

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**BUDGET**

***Income****List all income sources including registrations and sponsorship.
Breakdown the registrations into separate categories and per capita, e.g.
25 x $150 AMSI Member Registrations
15 x $200 Non-AMSI Member Registrations*

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| Source *(registrations, sponsorship, other)* | Description | Amount |
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|  |  |  |
|  | **TOTAL** |  |

***Expenditure***

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| Source *(travel, accommodation, catering other)* | Description | Amount |
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|  | **TOTAL** |  |

**AMSI-AUSTMS FUNDING REQUEST**

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| Funding requested from AMSI (max $3.75k incl GST) | $ |
| Funding requested from AustMS (max $3.75k incl GST) | $ |

**SMRI SUPPORT REQUEST**

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| Are you nominating a speaker for the SMRI International Visitor Program?* If yes, complete columns O-Q for the nominated speaker on the [Organiser and Speaker List](https://rhed.amsi.org.au/wp-content/uploads/sites/73/2025/03/amsi-workshop-funding-organiser-and-speaker-list.xlsx).
 | Yes/No |

**SELECTION CRITERIA 6: Leveraging of other funding sources and appropriateness of budget expenditure items. Collaboration with partner organisations such as SMRI and MATRIX. Priority will be given to applications where the AMSI/AustMS funding will make a meaningful impact.**

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