**European Human Behaviour and Evolution Association: Proposal for a Workshop/Outreach Grant**

EHBEA is keen to support workshops/events or other outreach activities organised by its membership that promote discussion of topics within its remit, networking between members or public engagement. Grants are therefore available to fund or part-fund such events or activities, of up to €1,000. EHBEA is committed to rigorous, pluralistic and integrative science, and requests for EHBEA funding should demonstrate how the event/activities promote these aims. Proposals that promote outreach beyond the Global North are especially welcome.

The aim of this funding is to provide members, particularly student and early career members, with the opportunity to organise events that encourage dissemination of research findings within the EHBEA remit and networking opportunities between members; or to undertake outreach activities that promote EHBEA-relevant research to the public, policy-makers, or other communities outside academia. For instance, the funding could be used by postgraduate students to organise a workshop in their local area, so that students can meet each other and discuss their research, and invite a small number of distinguished academics to contribute to the event. Funding can also be sought for public engagement events and activities within the EHBEA remit, particularly those involving student members. EHBEA particularly supports workshops which reflect on the implications of the evolutionary human sciences for wider society, particularly considering EHBEA’s commitment to equality, diversity and inclusion.

The goal of the funding is to support workshops, events or activities that would not be able to take place without EHBEA’s support. Accordingly, funding will not normally be given to support sessions or symposiums within existing conferences. The funding will also not normally be used to support workshops that are directly attached to the annual EHBEA conference (please contact the EHBEA Vice-President if you are interested in organising a workshop in conjunction with the EHBEA conference).

Funds should be requested within 3 months of the application deadline.

The funding will be subject to the following conditions:

1. EHBEA’s sponsorship of the event or activities will be mentioned on all event literature, including any web page relating to the event (which should provide a link to EHBEA’s web site).
2. A representative of EHBEA (e.g. EHBEA committee member or EHBEA Ambassador) will be entitled to attend the event or activities (where relevant) and be given a five-minute slot to say a few words about EHBEA’s work (we may not always take up this entitlement).
3. A brief report of the event or activities (500 to 1000 words) will be provided for EHBEA’s Newsletter and website within one month of the event taking place.
4. Funding will be limited to reimbursement of actual expenditure on items such as room hire, travelling expenses, promotion, printing of materials, light refreshments etc.

**Proposals for workshops, events or activities** should be made by giving the following information, which will be considered by the EHBEA Committee:

**Organiser(s) name, affiliation and contact details**

**Title of proposed event/activities**

**Date**

**Venue/location**

**Description of event/activities** (maximum 500 words)

**Audience expected** (estimated number and background)

**Suggested speakers, if included in event** (please indicate whether these have already been approached; a fair gender balance will be expected - for discussions about appropriate balance and methods for ensuring fair representation, see http://forgenderequityatconferences.blogspot.co.uk/)

**Draft budget** (to include both estimated expenditure and income)

**Benefit to EHBEA membership** (an explanation of how the workshop/event/activities will provide specific, tangible benefits to the EHBEA membership, for example, whether EHBEA members will be eligible to attend and at a reduced attendance rate)

**Confirmation that the event/activities organiser(s) is a current member of EHBEA**

***Please also attach a brief (2-page) CV for each organiser.***

Please return the completed proposal by email to the EHBEA Secretary (ehbea.secretary@gmail.com) by 5 pm GMT on the relevant date (deadline: 11 September each year).