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| **Workshop Title** |  |
| **Workshop dates (approx.)** |  |

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| **Lead Organiser** | | | | | |
| Name |  | Department |  | Email |  |

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| **Co-Organisers** | | | |
| Name |  | Department |  |
| Name |  | Department |  |
| Name |  | Department |  |

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| **100-word summary**  *This Summary will be published on QSRI’s publicly available website should the project be funded.* |
| **Proposal (maximum 2 A4 sides)**  *Although proposals are required to be short, applicants should do their best to convey what is the main purpose, timeliness and added value of the workshop, as well as point out potential key speakers.*  *Where relevant, mention potential for follow-up research collaborations, external grant applications, potential publications and impact generation as a direct result of this workshop.*  *Please mention how this workshop fits with the objectives of the QSRI.* |
| **Budget**  *Please provide:*   * *Breakdown of costs - provide sufficiently specified budgets, detailing (estimated) costs for travel, accommodation, catering, room hire etc. Support for breaks and conference dinners should be accounted for as part of subsistence for participants. We do not need Info-Ed costing.* * *Workshops shouldn't be recurring conferences/events and participation numbers are encouraged to be kept below 50 (excluding Imperial employees/students). A justification should be provided in the proposal where participant numbers are expected to be above 50.* * *Requested funding from QSRI can be up to £8K.* * *Co-funding from other sources is strongly encouraged and co-funded workshop applications will be favourably judged. Options include charging fees to participants, other grants, non-Maths departmental funding etc. Provide information if relevant.* |
| **Declaration**  *Please explicitly state that you will promote diversity of speakers and attendees in your event and adhere to the Diversity policy of the QSRI.* |