

# **Conference Support Grants**

## **Australasian Evaluation Society International Conference**

### **8-12 September 2008**

#### **Preamble**

We are pleased to invite Indigenous evaluation practitioners in Australia and New Zealand and also evaluators/evaluation practitioners from developing nations in SE Asia and Pacific, to apply for financial assistance to support their attendance at the Australasian Evaluation Society International Conference 2008. Nominations by key community people of possible grant applicants, and self-nominations with support from individuals and/or organisations, are also welcome.

The conference will be held on 8-12 September 2008 in Perth, Australia. Full conference details are available at [www.aes2008.com.au](http://www.aes2008.com.au)

The grants are intended to meet the partial or full costs of conference attendance where the financial burden of the conference may prevent participation. Areas that may be supported include registration, travel expenses, accommodation and meals. The objective of these conference support grants is to provide support for as many people as possible based on demonstrated need where funding is limited.

In general, we intend to provide the funds as reimbursement of approved expenses. Other arrangements may be considered in consultation with the AES.

#### **Application process**

Applicants need to provide:

1. A **letter** of not more than two pages that concisely addresses the following areas:
  - Why there is a need for support and details of any other funding obtained from e.g. employers, study grants and other sources.
  - Your expectations about the conference and how your attendance will assist in your work.
  - How you will involve yourself in the conference including whether you have submitted a proposal to present a paper or poster.
  - The opportunities you will have to share your conference experience with others when you return home.
2. A detailed **budget** that includes the overall cost associated with attending the conference and identifies the items for which support is sought. As noted above, the items may include transport costs, accommodation, meals, conference and workshop registration.
3. Two **letters of support from relevant individuals outlining the benefits of your attendance at the conference**
4. Full **contact details** including your name, position, organisation, postal address, email and telephone and facsimile.

Please note that applications can only be accepted from individuals. Application for groups will not be considered.

The application process will be managed through the Australasian Evaluation Society office. Applications may be sent by post or email.

### **The review process**

A panel set up by the AES Board will review all applications. Selection will be based on the need for support as demonstrated by the application letter and supporting documents. Some applicants may be offered partial funding.

Note: If you have a proposal accepted for the conference and your application for a grant is not successful, you will be contacted by the conference organisers to discuss your options.

### **Submission details**

#### By Post

Conference Support Grants  
Australasian Evaluation Society  
P.O. Box 5223 Lyneham  
Australian Capital Territory 2602  
AUSTRALIA

#### By email

[aes@aes.asn.au](mailto:aes@aes.asn.au)

#### Timeline

Applications must be received by

**Friday 20 June 2008**

Applicants advised by

**Monday 21 July 2008\***

\* This timing will allow applicants to make travel arrangement and register for the conference at the Early Bird rates.