



# Financial Support Office

## Application to the Radwan Travel and Discovery Fund

|                   |             |                              |  |
|-------------------|-------------|------------------------------|--|
| <b>Office use</b> | Award       | Yes <input type="checkbox"/> | No <input type="checkbox"/>                      |
|                   | Total Award | £                            | <input type="text"/>                             |
|                   | Initials    | <input type="text"/>         | Date <input type="text" value="DD / MM / YYYY"/> |

(a) The Radwan Travel and Discovery Fund is open to Economics History Research (MPhil/PhD) students for travel related to their research degrees, including archive travel, collection of data, consultation of sources etc.

(b) All applications will be considered by the DPD of the Economic History Department in conjunction with the Head of Department. Where an award is approved, the Fund is only able to offer a modest contribution to costs. Applicants are encouraged to explore all other sources of funding.

(c) Applications must be completed clearly and in full. Incomplete applications will not be considered.

(d) Completed applications must be returned to the Economic History department at least four weeks before the proposed departure date. Retrospective applications **WILL NOT BE CONSIDERED**.

(e) If possible, application early in the academic year is advised as funds are very limited. However it is recognised that travel needs may arise at short notice at other times.

(f) Applicants will normally hear the outcome of their application within three weeks.

This application will be stored on your student file. If you do not wish your application to be stored on your student file, please include a covering letter with this request.

### 1 | Personal details

Student ID number

First name

Family name

Address for correspondence

Postcode

Email address

Telephone number

Department

Name of Supervisor

### 2 | Academic details

Please give the title (if known) and a brief description of your research work.

### 3 | Details of proposed research travel

Destination

Dates of travel

Please outline the purpose of your proposed travel and its relation to your research work

### 4 | Breakdown of costs

Please give details of your expenditure under the following headings. Please note that any award made will only be a contribution towards your costs.

• Travel

£

• Accommodation

£

• Meals (*if not included in accommodation*)

£

• Archive/Library

£

• Other (*please specify below*)

£

5 | Are you in receipt of a scholarship (eg, ESRC) which includes a travel allowance?

Yes

No

If so, what is the value of this allowance?

£

### 6 | Supervisor's reference

Please ask your supervisor to indicate below his/her support for the proposed trip and its objectives, and the benefits to your research work. If your supervisor is unable to support the trip, your application to the Fund cannot be considered.

Supervisor's signature

Date

DD / MM / YYYY

I confirm that the information given in this form is correct. I undertake to inform the Financial Support Office of any changes to my circumstances without delay. If, for any reason, I am unable to undertake the proposed travel, I agree to refund any award I may have received from the Radwan Travel Fund without delay. I understand that false information will invalidate this application.

Signature

Date

DD / MM / YYYY