

In March 2022, the Directors of Research and Knowledge Exchange submitted a paper to the School Research Committee to revise and update the policy on financial support for conference attendance (the Conference Fund), addressing (a) level of financial support, (b) support for faculty on Research Fellow and T&S contracts, and (c) use of research grant and devolved (PA Account) funds. The proposed approach was consistent with our research strategy and the now completed project on research fellows, emphasising support for their career development, and

- x If no alternative funds (e.g., devolved accounts) are available, the member of staff should apply to the Conference Fund.
 - x This support is available to staff on Research Fellow contracts as is where conference attendance is not specific to the project on which they are employed, but supports their broader career development (e.g., is linked to their PhD).
8. Applicants to the Conference Fund must provide their HOD with a short summary, including the aims and costs of conference attendance and confirming that alternative funding sources are not available, as a basis for decision making in line with this policy. The claim form on the School's internal web pages
under 'FORMS: General'.

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 ESW Director of Research and Knowledge Exchange
 20 April 2022