



# Events fund

## Cambridge Reproduction: Events Fund guidance (2023–24)

Cambridge Reproduction welcomes proposals from all members for events relating to reproduction. Events may include conferences, seminars, workshops, lectures, public events or any other activity that supports interdisciplinary networking and information-sharing in reproduction. Applicants should be a current postgraduate student or member of staff at the University of Cambridge or its affiliated institutions.

### Assessment criteria

The key criteria for assessing applications will be:

1. Strength of the proposal in terms of promoting and facilitating interdisciplinary research;
2. Relevance to Cambridge Reproduction;
3. Impact of the expected outcomes/outputs;
4. Feasibility and value for money of the proposal.

### Funding available

Each application will be assessed on a case-by-case basis. Awards may be for any amount up to £2,000, and applicants are strongly encouraged to look for additional sources of co-funding.

### Application and review process

Applications can be made via the online form or by emailing the Word application form to Tamsin Smyth ([admin@repro.cam.ac.uk](mailto:admin@repro.cam.ac.uk)). Applications from postgraduate students should be accompanied by a statement of support from your supervisor, using the template on the Cambridge Reproduction website.

There is no deadline; applications are assessed on a rolling basis. Please ensure that you apply for funding at least 6 weeks before your event will take place.

The review process is expected to take 3-6 weeks to complete. The review is conducted by the **Events Fund** Panel. Preference may be given to those who have not previously received a grant from Cambridge Reproduction.

Financial support from Cambridge Reproduction should be acknowledged in event materials and outputs.

### Awards and report

Successful applicants are required to submit a brief report within one month of the event. The report should be submitted to Christina Rozeik ([coordinator@repro.cam.ac.uk](mailto:coordinator@repro.cam.ac.uk)) using the provided post-award report form, along with supplementary material (attendance list, copies of any publications or other project outputs, proof of expenditure, etc.). A brief event report will be made available on the Cambridge Reproduction website ([www.repro.cam.ac.uk](http://www.repro.cam.ac.uk)).

### Contact

Applicants may discuss the **Events Fund** with Christina Rozeik: [coordinator@repro.cam.ac.uk](mailto:coordinator@repro.cam.ac.uk).