The Dean’s Conference Fund has been established to provide support for regular SOSC faculty members, graduate students, or postdoctoral fellows organizing a professional conference, symposium, or workshop to be held in the greater Victoria area. Applications from non-regular faculty in SOSC or from SOSC undergraduate students will be considered only if endorsed and sponsored by a SOSC regular faculty member. The maximum amount of an award will be $1,200 and the typical range of the value of awards will be $300 to $1200 depending on the number of successful applications in a given year.

The deadlines for applications are October 1 (for events occurring after October 15 but no later than 12 months after the deadline) and February 15 (for events occurring after February 28 but no later than 12 months after the deadline). Funding will be on a competitive basis and priority will be given to events that (a) reach a broad audience, particularly at the national or even international level, and (b) include student participation, particularly involving presentation of their research. Only events scheduled to occur at UVic or in the greater Victoria area will be considered.

Applications should include the following information:

1. Name, rank, and unit of the organizer(s) (in the case of a co-organizer, please indicate the university if not UVic), and the name, rank, and unit of the sponsoring faculty member if required.

2. Proposed date(s), venue, expected number of participants, and a brief description of who the participants will be (e.g., faculty, graduate students).

3. Description of the conference/symposium/workshop
   a. Theme and Sub-theme(s)
   b. Expected outcomes

4. Role of students

5. Budget

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1 In both cases, the deadline falls before a quarterly deadline for the SSHRC Connection Grant program, which is often used to support conferences, symposia and other knowledge mobilization activities and requires that applicants secure matching funds. Organizers are encouraged to apply for the Fall competition as there will be more funds from SOSC available; the Spring competition will have less funds and will also give priority to events organized by graduate students and postdoctoral fellows.
a. Overall anticipated costs (i.e. administration, travel, food/refreshments, publication, facilities)

b. Overall expected revenues (i.e. conference fees, sponsorships) and contributions (list sources, amounts and indicate whether each one is confirmed or anticipated).

c. Amount requested from the Dean's Conference Support Fund.

6. Amount requested from the Dean's fund (between $500 and $1,200).

Please submit applications to Research & Scholarship Coordinator, Holland Gidney, soscrsc@uvic.ca.

Revised 10 May 2017