ELLIS Amsterdam Event/Workshop Support Programme -- application form

*This form can be used to apply for funds from the ELLIS Amsterdam Event/Workshop Support Programme.*

**Name and (intended) date of your event/workshop**

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**What is the topic of your event/workshop?**

*Please describe in a few sentences what the topic of your event/workshop is.*

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**Why is your event/workshop topic relevant for ELLIS?**

*Please describe in a few sentences why your event/workshop is relevant for ELLIS.*

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| **Is your event/workshop co-located with a conference?** *If so, please provide the name and date of the conference.*  |  |

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| **Does your event/workshop already have a venue?***This may be the case when, for instance, your workshop is co-located with a conference, or is held in a UvA building.* |  |

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| **How many people do you expect to attend your event/workshop?** |  |

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| **Would you like to invite keynote speakers who have to travel only to attend your event/workshop?** |  |

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| **Will your event/workshop be held virtually?** |  |

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| **Does your event/workshop contribute to increasing diversity and inclusivity?**  |  |

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| **Does your event/workshop contribute to promote the advancement of AI/ML in Amsterdam?** |  |

**Budget**

Please list the expenses you would like to use the ELLIS event/workshop funds for, and give an estimate of their costs (for a list of eligible costs, we refer to the description of the ELLIS event/workshop programme). Rows can be added or removed as needed.

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| ***Expenses*** | ***Estimated costs*** |
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|  |  |
| ***Total*** |  |

The amount of ELLIS event/workshop support funds will be based on your budget. The actual costs of the event/workshop will be reimbursed retroactively upon submission of receipts and/or invoices. For larger costs that are invoiced, it is possible to request a direct payment from the ELLIS event/workshop funds.

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**ELLIS Amsterdam asks events/workshops supported by the ELLIS Amsterdam event support programme to acknowledge the ELLIS Amsterdam unit by:**

* Naming ELLIS Amsterdam as a sponsor on their website, and
* Putting the ELLIS Amsterdam logo on the opening slides of the event/workshop (if applicable)

**We further ask to send ELLIS Amsterdam the event/workhshop link for the ELLIS website.**

*Please confirm that you are willing to do so by ticking the boxes below.*

The workshop will acknowledge the support ELLIS Amsterdam ▢

We will share the workshop link with ELLIS Amsterdam ▢

**We also ask to share a brief report of the event/workshop for the ELLIS website.**

*Please confirm that you are willing to do so by ticking the boxes below.*

We will share the post-event report with ELLIS Amsterdam ▢

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**Name and signature of the supporting ELLIS faculty member**

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| Name | Signature |

To submit your application, please send an email to ellisinfo-science@uva.nl, containing this filled out form.