L O N D O N   M A T H E M A T I C A L   S O C I E T Y
Financial Support for Conferences held in the UK - Scheme 1 Grants
Important Notes

Before Completing the Form:
- Please ensure that you have complied with the rules on our website and read the notes below.
- Applications for a grant under this scheme should be made by one of the conference organisers.
- This form should NOT be used for proposals for Durham Symposia. These should be addressed to the Chair of the Research Meetings Committee, London Mathematical Society, De Morgan House, 57-58 Russell Square, London WC1B 4HS.
- Enquiries should be addressed to grants@lms.ac.uk.

General Guidelines:
- The Committee will support only mathematical activities or the mathematical component of wider activities, and here the word mathematical excludes mathematics education.
- The Society does not like to receive sequential applications for grants to support the same or closely related events, and will not allow its limits for individual schemes to be exceeded by artificially sub-dividing an application into a number of separate requests under different headings.
- In the case of satellite conferences, organisers of the main meeting are asked to give brief details of any planned satellites as part of their application for a conference grant. Applications for support for satellite meetings should make clear the financial and organisational connection with the main meeting. This is particularly important in cases where the expenses of speakers could be shared between the two meetings. Special arrangements apply to the BMC and its satellites.
- Applicants must comply with the Society's policy on Women in Mathematics and expectations of those seeking grants.
- Reasonable registration fees of between £10 and £20 per day should be charged.
- Academic and financial reports will be required after the visit.

Assessment Checklist:
Applicants may like to note the following checklist used by the Committee when assessing applications:
- Mathematical quality of the project.
- Well argued proposal, with a clear statement of the mathematical component in the case of a wider project.
- Well thought out and cost-effective budget, with the request restricted to allowable costs, and an appropriate and clearly identified balance of funding from other sources and the registration fee.
- The difference made by the Society's grant to the viability and success of the project.
- Likely beneficiaries, in particular research students, participants from Africa, and countries in which mathematics is in a similar position, or participants from countries of the former Soviet Union.
- Limitation on the number of grants awarded to any individual or department.
- Sufficient time available for publicity of the event.
- Receipt of satisfactory reports on previous grants.

Completing the Form:
- Please do not amend the structure of the form.
- Applications should be set out clearly, and preferably typed.
- Applications should be self-contained; please do not append substantial documents that contain irrelevant detail or refer to websites for key information.
- The application should include the name, institution and area of expertise of the speakers for whom funding is requested.
- If the applicant is not a member of the Society then the application must be countersigned by a member who is prepared to support the application.

Academic Case:
- The academic justification for a Scheme 1 grant should focus on the benefit to UK mathematics that the proposed conference would bring.

Expenditure:
- The maximum award shown on the website is the upper limit, not the standard award. Grants are made to meet actual expenditure on items in the application.
- The grant is not intended to cover the cost of secretarial help or publicity.
- The grant may not be used to cover room hire but requests for grants to cover room hire at De Morgan House will be considered, where special circumstances can be shown.
- The grant cannot be used to cover registration fees
- Any surplus grant must be returned to the Society as soon as possible and may not be used for other purposes.

Application Checklist:
- Applications must be signed and if applicable, countersigned by an LMS member.
- Please do not include these notes with your application
- Applications should be sent in hard copy to:
    Programme Secretary, London Mathematical Society,
    De Morgan House, 57-58 Russell Square, London WC1B 4HS
Applications will be acknowledged by email.

Ref. No.

LONDON MATHEMATICAL SOCIETY

Financial Support for Conferences – Scheme 1 Grant Application Form

This version is dated 20/8/10. Before completing this application please refer to the notes at the end of the form.

1 DETAILS OF APPLICANT	
Name: (Please include title)	**Dr Robert Brignall**
Address:	**Department of Mathematics and Statistics, The Open University**
	Walton Hall, Milton Keynes
	MK7 6AA
Email address:	**r.brignall@open.ac.uk**
Telephone number:	**01908 332744**
Fax number:	**01908 332817**

2. DETAILS OF PROPOSED CONFERENCE		
a	**Title of the conference:**	**Winter Combinatorics Meeting**
b.	**Venue:**	**The Open University, Milton Keynes**
c.	**Dates:**	**30th January 2013**
d.	**Estimated number of participants:**	**40**

e.   Will the meeting be open to all or only to invited participants? Please tick one box.

       All   ☒   **Invited participants only**   ☐

f.   Are you applying for a grant to hold an inaugural meeting to celebrate a new appointment   ☐

g.   Brief statement of the object of the meeting and its programme:
(please refer to the Important Notes under Academic Case above)

The Winter Combinatorics Meeting, now preparing for its fourteenth year, has become a popular annual event in the British combinatorics diary. It will consist of five talks given by invited speakers, with the talks coming from a wide range of topics within the general theme of combinatorics. As well as the dissemination of research results by the invited speakers, one aim of the day is to provide a platform for all participants to discuss their work in a friendly and informal atmosphere. By scheduling each talk to last 40 minutes, there is ample time in the day for participants to interact with each other and the speakers. A dinner will be held following the conclusion of the day's talks, to act as a forum for further discussion between the speakers and participants.

As well as inviting distinguished academics to speak, emphasis each year is placed on inviting at least one early career academic, as well as at least one woman. This ensures that the meeting presents a balanced "cross-section" of recent results in combinatorics. This year, we are delighted that Mireille Bousquet-Mélou (Université Bordeaux 1) has accepted our invitation to speak, and also David Conlon (Oxford) who is one of the two most recent winners of the European Prize in Combinatorics. Reflecting the balance of junior and senior researchers, we have confirmed Iain Moffat (moving from the University of South Alabama to take a new permanent position at Royal Holloway), and Prof David Evans (University of East Anglia). Steve Noble (Brunel University) completes the list of speakers. Together, the speakers will cover topics in enumerative, extremal and algebraic combinatorics, model theory and graph polynomials.

The deliberate breadth of topics presented in the meeting has ensured that in the past it has attracted a wide range of researchers, and it has been particularly successful at attracting UK research students. For example, at the 2012 meeting, 25% of the participants were research students. For the 2013 meeting, we propose to build on recent successes of attracting students by establishing a small fund to defray travel costs for UK research students.

h.	Invited speakers

(i) Please give a list of the invited speakers.
This should include their name, brief address (ie institution, town and country) and area of expertise. Please indicate any who have provisionally accepted an invitation to attend.

All 5 speakers have accepted invitations to speak:

Mireille Bousquet-Mélou (Université Bordeaux 1, France), enumerative combinatorics and properties of large random objects
David Conlon (Oxford University, UK), extremal and probabilistic combinatorics
David Evans (University of East Anglia, Norwich, UK), model theory, and its interactions with algebra and combinatorics
Iain Moffat (Royal Holloway, London, UK, *moving from* University of South Alabama, USA), algebraic combinatorics, topological graph theory and knot theory
Steven Noble (Brunel University, London, UK), graph polynomials, frequency assignment and scale free networks

(ii) Participation of Women speakers
The Society expects that the organisers of conferences and activities who are seeking grants from the Society will: invite both male and female speakers, or explain why this is not appropriate or possible, and give consideration to the provision of mechanisms to enable participation by people with children or family responsibilities. The full statement of the Society's policy on Women in Mathematics is available at: http://www.lms.ac.uk/sites/default/files/Mathematics/wim_statement.pdf

The Department of Mathematics and Statistics at the Open University is a supporter of the Good Practice scheme, and has an ongoing commitment to the promotion of women in mathematics. In addition, two of the four members of the organising committee are female, so provision of mechanisms to ensure equality is at the forefront of organisational considerations. In recent years, this has been reflected in the number of female participants attending: for example, in 2012 just under 33% were female.
For the past 4 years the Winter Combinatorics Meeting has ensured that at least one invited speaker is female. This year, Mireille Bousquet-Mélou, a world authority in enumerative combinatorics, has accepted our invitation to speak.
By holding the meeting on a single day, it is hoped that the impact on participants with family commitments can be minimised. Moreover, by its unique location close to major university towns such as London, Birmingham, Warwick, Oxford and Cambridge, it is possible for most participants to travel to and from Milton Keynes within a single day.

i.	Is it intended that a volume of conference proceedings will be published? Yes ☐ No ☒

3. FINANCIAL STATEMENT
A detailed breakdown of the **TOTAL** estimated expenditure together with information of expected income from registration fees, and grants received or applied for, should be given below.

EXPENDITURE

a. Fares for speakers:

	Amount £
Train fares and connections for Steve Noble (London), Iain Moffat (London) 2x£40	**£80**
Travel for David Conlon (Oxford) – train fare approx £50	**£50**
Petrol for David Evans (travelling from Saffron Waldon) – approx 104miles round trip x 38.5p/mile	**£40**
Flight: Bordeaux -> Luton/Gatwick + connections for Mireille Bousquet-Mélou (Bordeaux, France)	**£200**
Total	**£370**

b. Subsistence for speakers:

	Amount £
Two nights' hotel accommodation for Mireille Bousquet-Mélou (2x£85 B&B)	**£170**
Evening meal for Mireille Bousquet-Mélou	**£30**
Lunch for 5 speakers (5x£10)	**£50**
Post-conference meal for five speakers (5x£30)	**£150**
Total	**£400**

c. Publicity (e.g. printing of circulars, postage, etc.) and hire of rooms:
Programme Committee will not meet commercial rates for room hire.

	Amount £
None: the Department of Mathematics and Statistics at the Open University will provide all publicity material for this event	
Total	**£0**

d. Staff costs (e.g. secretarial etc):

	Amount £
None: the Department of Mathematics and Statistics at the Open University will provide all necessary secretarial support for this event	
Total	**£0**

e. Social events:

	Amount £
Tea/coffee for participants and speakers	**£40**
Subsidy for organisers' conference dinner (4x£30)	**£120**
Total	**£160**

f. Other costs not listed above (such as fares and subsistence for other participants including research students):

	Amount £
UK research student travel fund	**£200**
Total	**£200**
Total Expenditure £	**£1130**

INCOME

g. Registration fee per person:

	Amount £
No registration fee charged.	**£0**
Total estimated income from fees	**£0**

Please describe what this income will be used for, and in particular how much of it will be used for administrative costs.
Programme Committee would expect this component of the fee normally to lie between £10 and £20 per day.

Ref. No. [ ]

Charging no registration fee is in line with previous meetings held at the OU, and similar annual meetings at Oxford, LSE and QMUL. Making this event free is expected to encourage attendance, particularly of PhD students. This is particularly true for this event since it is held in Winter, when the weather can be unpredictable: by eliminating the need for registration, participants can choose to attend at short notice, once it is clear that the weather conditions are favourable.

h.   Grants received:

	Amount £
British Combinatorial Committee grant, expected to cover travel (£200) and accommodation (£170) for Mireille Bousquet-Mélou, and travel (£80) for Steve Noble and Iain Moffat	**£450**
Total	**£450**

i.   Pending applications:

	Amount applied for £
None	
Total	

4.   APPLICATION

Please indicate the purpose for which the grant is required (e.g. fares of speakers, subsistence of speakers)

	Amount applied for £
Fares of speakers – David Evans (£40) and David Conlon (£50)	**£90**
Evening meal for Mireille Bousquet-Mélou (night before conference)	**£30**
Lunch for speakers (5x£10)	**£50**
Post-conference meal for five speakers (5x£30)	**£150**
Tea/coffee for participants and speakers	**£40**
Post-conference meal for four organizers (4x£30)	**£120**
UK research student travel fund	**£200**
Total	**£680**

I wish to claim the grant in the financial year starting 1 August 2012

Grants must be claimed in a specified financial year from 1 August to 31 July. Please state in which year you intend to claim the grant, bearing in mind that grants should normally be claimed not earlier than 3 months before, and not later than 3 months after, the event for which the grant is made.

Signed		Date	

If the applicant is not a member of the London Mathematical Society, then this application form should be signed by a member who is prepared to support the application.

Name of member		Signed		Date	