**

Staff Materials Bursary

Application Form

All staff members of the *Institute of Making* are eligible to apply for a Materials Bursary of up to £250 to go towards the material costs of any project undertaken within the Institute of Making.

Any member awarded the bursary will be required to document the process of materials experimentation, play and/or making that the bursary pays for. This should include high-resolution photographs and a brief reflective report or text that may be used on the Institute of Making blog or annual report to celebrate the outcomes of the bursary.

In order to apply for a Materials Bursary, please complete the following form. The deadline for this round of applications is **5pm on Friday 23rd May 2014**, and all funds must be spent by **28th August 2014**.

All applications will be considered, though we cannot guarantee all will be funded. Applications will be judged by the Bursary Committee, who will be looking for elements of innovation, exploration, commitment and focus in the projects proposed, together with a coherent and realistic budget. If you have any questions regarding your application, please feel free to contact the Institute of Making team.

Applications should be submitted to research@instituteofmaking.org.uk by **5pm on Friday 23rd May 2014.**

**PLEASE COMPLETE ALL OF THE FOLLOWING FIELDS:**

Member Name:

UPI Number:

UCL Department:

Role:

UCL Email Address:

Contact Telephone Number:

Have you completed your level 1 Institute of Making induction (ie, does your UCL card work on our door)? Y / N

Project Title:

Project Overview/Outline:

(Around 150 words detailing what you want to do)

Budget:

(A detailed breakdown of your costs, and then the total amount required to cover them. In other words, how much money do you require and what are you planning to spend it on?)

Declarations:

☐ I understand that if awarded a Materials Bursary, I am required to document what I make and report back to the Institute of Making.

☐ I agree to spend the money awarded to me on *only* the project I have outlined above.

 