**DION Grant Application:**

All PhD candidates, Postdocs and other temporary scientific employees at any NTNU campuses are eligible to apply for a grant (up to 2500 NOK) to cover expenses related to organizing activities that create opportunities for PhD students and post-docs to network, learn, and enrich their experience. Please note that Master degree students are NOT eligible.

DION will give preference to applications which are targeted towards an open audience. Applications for the exclusive benefit of one department or faculty will still be accepted but applications that are accessible for all DION members will be prioritized. We especially encourage digital events this year, due to the pandemic restrictions.

If interested, you can apply by filling this form and sending it to post@dion.ntnu

Rules:

1. The deadline for sending the application is 23:59 CET 20 January, 2021. Applications will be

evaluated by DION board members. You can apply via this form filling out all mandatory fields.

2. Funding should be used by the end of March, i.e. until 31.03.2021 23:59 CET.

3. **The organizers are expected initially to cover the costs of the event and then seek reimbursement of the costs from DION. No a priori funding is given**.

Please note that the receipts and all reimbursement documents should be submitted to DION before 31st March 2021, although we encourage you to submit it sooner if it is possible. Reimbursement of the costs is not guaranteed if it comes later than March 31st 2021.

4. In case of approval of the grant, the organizers should promote DION by making it a co-host of the Facebook event. A DION board member will be assigned to each approved application, and the organizers will liaise with them about the event.

5. Please note that the maximum amount DION can reimburse is **2500 (two thousand and five hundred) NOK. If overall cost of the event exceeds 2500 NOK, it is organizer’s sole responsibility to get extra funding from other sources**. Any requests for more than 2500 NOK from DION will be automatically declined.

We also highly encourage those interested to apply as a group, although grant applications by individuals remain welcome.

\* Required

1. **Email address \***
2. **Event title \***
3. **Event description \* (max. 200 words)**
4. **Approximative Date of event \* (Month, Day, Year)**
5. **Start of event (ex. 8.30 am)**
6. **End of event (ex. 8.30 pm)**
7. **Estimated participant group size and target group \***
8. **Requested budget from DION grant (max. 2500 NOK) \***
9. **Estimated budget for the whole event**
10. **The event will be organized \*** Please type ‘x’ in one of the boxes

[ ] by my alone

[ ] In a group (min. 2 people)

1. **Name/s of organizer/s\***
2. **Affiliation (Faculty/ Department) of main organizer \***
3. **I have understood the terms and conditions of the DION grant and assure the correctness**

**of the information provided on this form \***

**[ ] yes**

1. **Comments**