

## Call for event hosts – deadline 4th August 2023, 5pm.

People need money, time, and focused effort to run great events. Despite the importance of fostering dialogue within and across digital manufacturing networks, the time and organizational effort required to catalyse and sustain communities of practice is often undervalued and under-resourced. This call for event funding fills this gap in the current landscape. We offer grant funding (up to £2,500 – 100%fEC) to support networking experiences, training opportunities, workshops so the event organisers can support the building of new relationships and advance their specific research field within Digital Manufacturing Technologies (DMT).

Applications should demonstrate the educational and scientific aims of the proposed event / workshop (or series of events) and specifically how it advances Connected Everything's goal to create inclusive knowledge-sharing spaces and support the acceleration of digital manufacturing research collaboration and innovation. It should also demonstrate how the proposed format (virtual, in-person, blended) aligns with the proposed event goals and links to our [seven digital manufacturing themes](#). We aim to invest in emerging or established events that demonstrate a commitment to making DMT inclusive and accessible. We do not expect these events to be charged for.

You will be aware that Connected Everything is committed to supporting equality, diversity and inclusion (EDI) across all its activities. We published our [EDI principles](#) in early 2021. Therefore applicants are encouraged to make use of [resources](#) that provide information on and support for best practices in event planning. We would also expect that all funded events have a code of conduct. [Example models](#) are available. All events will clearly acknowledge the support of Connected Everything (EP/S036113/1) and logos will be provided for event materials.

Successful applicants will host their event before November 2023. We will expect a blog or video will capture the key points from the event and this will be shared with network members. We will also require anonymous EDI data to be submitted.

Funding could be used for the following examples of expenditure:

- equipment and supplies (e.g. professional audio-visual support)
- conference services (e.g., audio-visual, webcast, and technology necessary for recording and broadcasting)
- accessibility services (e.g., translators, closed-captioning, transcribing)
- publication costs
- salaries of event organisers relative to the amount of time that would be spent on the event
- fees and honoraria for speakers
- participant support (for example caring costs)
- room hire & refreshments if the event is face to face or blended.

The funding offered is £2,500 at 100% fEC. Invoices will be paid at 80% fEC. The remaining 20% contribution can include organiser time and in-kind support such as the value of room hire. Invoices will be paid upon event completion and submission of the blog / video and EDI data.

Connected Everything welcomes applications from people at all career stages from PhD students to more experienced academics. We particularly welcome applications from people or teams which are diverse in terms of protected characteristics and disciplinary areas. We hope to fund at least 4 events. Applications will be accepted at any time before 4 August 2023, you don't have to wait for the deadline!