

CONFERENCE AND WORKSHOP SUPPORT GRANT APPLICATION GUIDELINES

PAST invites applications for workshops and conferences in the fields of palaeoanthropology, palaeontology, Stone Age archaeology and cognate disciplines. Qualifying applicants include researchers, educators and post-graduate students of African nationality, plus those based at African institutions or with a demonstrably well established affiliation with an African institution.

Please note, there are only two deadlines for applications annually; possible conference/workshop attendance needs to be planned well in advance. Processing time for grants is a minimum of three months from each deadline.

Deadlines are:

- **01 February (outcome communicated by May)**
- **01 August (outcome communicated by November)**

Each application is considered individually. If you are unsure whether your application qualifies for consideration, please contact the Chief Scientist (rjb@pastafrica.co.za).

● Conference organisers who wish to apply for support of conference activities must contact PAST (hq@pastafrica.co.za) in advance of an application deadline to discuss the nature of support required.

● Please note the following:

- Grants are paid to the institution with whom the applicant is affiliated.
- African nationals are given preference for funding.
- Progress reports for previously funded projects are due **BEFORE** renewal applications, and at the end of your project.
- Complete abstracts must be included in conference and workshop applications. Applications without abstracts or with incomplete abstracts will be automatically rejected.
- Preference will be given to applicants who intend to give oral presentations at the selected conference.
- Preference for international conference attendance support will be given to PhD level candidates and above.
- Applicants must complete the application form after reading the application guidelines. Incomplete or incorrectly completed applications will automatically be rejected. Applications with unnecessary additions (photos or sketches) will also be rejected.
- Applications must be accompanied by a supporting letter from the African institution involved. For students, a supporting letter from the academic supervisor and/or the head of department is required.
- The applicant's curriculum vitae and publication list are also required, limited to three pages.
- Please provide a total project budget, itemised, justified and limited to two pages, listing the status, source and amount requested/available from all other funding proposals (confirmed, pending, planned) for this work. Explain whether the project will be able to proceed if some or all of the additional pending and planned grants are not awarded. List in separate columns those budget items requested from PAST and all other confirmed, pending and planned sources. Provide a clear motivation of the necessity of each budget item to your attendance. PAST will consider favourably applicants who have applied for and/or received support from sources in addition to PAST.

All correspondence relating to funding proposals should be sent via e-mail (in Microsoft Word or PDF format only) to hq@pastafrica.co.za. E-mailed applications must include only the one application form and no other files with the exception of the support letter/s which may be e-mailed separately.