

LONDON MATHEMATICAL SOCIETY

GRANTS FOR TEACHER CPD: TEACHING AND LEARNING IN HE

Application Notes

Objectives:

- The grants are intended to provide partial support for one-day workshops disseminating good practice in teaching undergraduate mathematics.

Value of the award:

- Applications will be considered up to a **maximum of £500**.

Eligibility:

- The applicant should be a mathematician based in the UK, Isle of Man, or Channel Islands.

Criteria:

- The workshop must be held in the UK, Isle of Man, or Channel Islands.
- The workshop must be open and advertised to attendees from other institutions.
- The scheme is intended to facilitate mathematical professional development to allow lecturers and teachers in HE institutions to, for example,
 - Develop their subject knowledge
 - Engage in a deeper understanding of how to develop mathematical thinking
 - Appreciate the interconnectivity of mathematical topics
 - Update themselves on mathematics curriculum reform
 - Use technology when and where appropriate.
- The grant is intended to cover workshops specifically related to mathematics and should not be for generic professional development.
- 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.
- Applicants must comply with the Society's policy on Women in Mathematics - https://www.lms.ac.uk/sites/lms.ac.uk/files/Mathematics/wim_statement.pdf - please note that the Society considers a lack of invited women speakers to be a very real problem, and a failure to include women speakers are grounds for refusal for funding.
- Additionally, please note the following advice on diversity at conferences/workshops/seminars - <https://www.lms.ac.uk/adviceondiversityatconferencesandseminars>
- At most, one grant will be made per person in any financial year. Repeat applications made in future years will be judged more stringently.
- Where appropriate, LMS support should be recognised in publicity material.
- Grants will not be made retrospectively.

Completing the form:

- Applications should be set out clearly and be presented in Word or PDF format where possible.
- Applicants should provide all of the information requested in the form. The completed form (excluding the cover notes) should not exceed 3 sides of A4.
- Applications must be signed and, if applicable, countersigned able to confirm the value of the activity.
- Do not include these cover notes with your application.
- Applications may be scanned and sent by email to education@lms.ac.uk, or a hard copy sent to the following address: c/o Katherine Wright, Society Business Officer, London Mathematical Society, De Morgan House, 57-58 Russell Square, London WC1B 4HS.

Grant report:

- All grant holders will be expected to complete a report form, which will be sent when the grant is awarded.

Expenditure:

- The maximum award shown is the upper limit, not the standard award. Grants are made to meet actual expenditure on items in the application.
- Applicants are expected to make as economical travel arrangements as is possible.
- Applicants are encouraged to seek matched funding for the grants. The LMS grant should not be used to replicate or replace other funding sources.
- Any surplus funds must be returned to the Society and may not be used for other purposes without prior approval from the Education Committee.

Applications will be acknowledged by email. Please address any queries to education@lms.ac.uk.



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1. DETAILS OF APPLICANT
Name:
Job title:
Postal address:
Email address:
Tel:
2. DETAILS OF PROPOSED WORKSHOP (3 pages maximum) Please provide full details of the workshop/event you wish to run in the section below. This must include: <ul style="list-style-type: none">• The title of the event.• The date and location of the event.• The expected number of attendees.• The name of the institution/organisation running the event and some background information about its work in mathematics education.• Arrangements for advertising the event to possible attendees from other institutions.• Details of any registration fee to be charged.
3. VALUE OF THE WORKSHOP (please answer all three sections).
(1) What specific benefit will the activity bring to participants?
(2) How will the proposed activity stimulate interactions between different sections of the mathematical community?
(3) How will you gather participant feedback from the workshop?

4. FINANCIAL STATEMENT

Total expenditure

- | | |
|---------------------------------|---|
| (a) Accommodation costs | £ |
| (b) Subsistence costs | £ |
| (c) Travel costs | £ |
| (d) Venue/room hire costs | £ |
| (e) Organiser time costs | £ |
| (f) Registration fees/charges | £ |
| (g) Other (please give details) | £ |
| (h) Total Expenditure: | £ |

5. CONTRIBUTIONS FROM OTHER SOURCES

Applicants are expected to obtain matched funding from their HE institution or another source. Please give details of the following in the section below:

- The source of the matched funding.
- Whether the matched funding is confirmed or under consideration.

5. APPLICATION

Precise amount applied for from the LMS:

£

I would wish to claim the grant in the financial year starting

1 August 20XX

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 6 months before, and not later than 3 months after, the event for which the grant is made.

Signed by applicant: _____ **Date:** _____

If you are not a member of the London Mathematical Society, please ensure your application is countersigned by someone who can confirm the value of the workshop (e.g. a department head):

Name: _____ **Signature:** _____ **Date:** _____

Personal data provided on this form may be held and processed on the Society's server. A summary of the Society's data protection policy, including the rights of subjects upon whom data is held, is obtainable from the Administrator (education@lms.ac.uk).

Please state where you heard about the LMS Education Grant Schemes: