**Template for Cluster Hui funding applications**

*Please use this template to apply for funds from the MacDiarmid Institute Science Executive to organise a cluster hui. Send the completed form to* [*MacD-Admin@vuw.ac.nz*](mailto:MacD-Admin@vuw.ac.nz)*.*

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| --- | --- | --- |
| **Details for the proposed cluster hui** | | |
| **Name:** |  | |
| **Dates:** |  | |
| **Location/venue:** |  | |
|  | | |
| **MacDiarmid Institute Investigator(s) making the request:** | |  |
|  | | |
| **Background to the request** | | |
| *Please include how the MacDiarmid Institute would benefit from the hui, the science areas it will cover, the proposed programme/agenda, approximately how many people would be attending, etc.* | | |
|  | | |
| **Proposed budget for the hui** | | |
| *This should include estimated costs for venue hire, accommodation, catering, travel and any other budgetary considerations.* | | |
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| **Co-funding available (if any)** | | |
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|  | | |
| **Total amount being requested from the Science Executive** | | |
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|  | | |
| **Paragraph on communications considerations (including likely timelines for story capture and potential eventual publication opportunities)** | | |
| *Approximately 100 words.* | | |
|  | | |
| **Any other information for the Science Executive to consider** | | |
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