

Proposal form for a **Partner Event** contribution from the Linnean Society of London

* Partner Events are conferences / symposia / events /meetings that are pertinent to the Society’s aims.
* Partner Event organiser can apply for a contribution to help with the organisation of the event and applications are assessed on a case by case basis.
* Applications may be submitted at any time of year, but ideally should be received at least 1 year before the date of the proposed meeting.
* Funding is provided in advance of a meeting to allow organisation to proceed smoothly.
* Successful applicants will be expected to provide a 500 word summary of the meeting to be published on the Linnean Society website.

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| **Title of Meeting:** |  |

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| **Major themes & objectives** |  |

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| **Name and contact details of principal organisers:** |  |

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| **Proposed venue, date and duration (number of days)of the meeting:** |  |

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| **Who will this event appeal to and what is the approximate number of attendees expected (please note that the Linnean Society has a maximum capacity of 100):** |  |

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| **Provisional speakers (as far as is known):**  *Please note, proposers should aim to organise meetings with a diverse representation of speakers.* |  |

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| **Will the meeting be organised jointly with another society or organisation? If so, please name it and say how it will be involved** |  |

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| **How much/what kind of support is requested from the Linnean Society?** |  |

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| **How will this support be used?** |  |

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| **Why is the meeting timely and deserving of this support?** |  |

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| **How will this event be publicised and what will be the registration arrangements?** |  |

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| **Do you have any plans for publication following this event?** |  |

**Please return this form to:**

The Linnean Society of London, Burlington House, Piccadilly, London, W1J 0BF or [events@linnean.org](mailto:events@linnean.org)

The proposal will be evaluated at the next programmes committee meeting which take place in February, June and November.