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| HARIEminent Speaker Event Application Form | 2020-2021 |
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**2020-21 HARI Eminent Speaker Flagship Event Application**

The Humanities and Arts Research Institute (HARI) is inviting applications from individuals and Research Centres to organise and host a **Flagship Event that involves an Eminent Speaker** who will attract a large, interdisciplinary audience (beyond Royal Holloway’s academic community). In the past, HARI has hosted flagship events involving speakers including Jacques Rancière Judith Butler and Rosi Braidotti which were extremely well attended. Ideally, the proposed speaker should be of such a calibre as to attract some media coverage (with the help of RHUL’s Communications & External Relations unit).

Event organisers will be expected to liaise with the HARI Director and the School of Humanities admin team in planning and scheduling in particular. Successful applications are expected to generate exchange **across the College** and benefit **a range of colleagues and students**. Research must be of an interdisciplinary nature.

Subject to budgetary approval, HARI will make a **contribution up to a maximum of £1000**. The competition is open to all staff at Royal Holloway employed on contracts of 0.2 FTE and above. HARI will consider applications on any topic area but may give preference to applications that intersect with the themes highlighted in School and College Research Strategies**.**

The increased emphasis placed on generating grant income and impact is reflected in the way HARI’s Steering Committee will assess funding applications for 2020-21 **Applications that can demonstrate concrete plans for using HARI funding as a first step towards generating external Research Council and other grant income or that have a strong impact dimension will be prioritised.**

Applications should be made on the form below. Applicants should consult with their Heads of School and School Research and Knowledge Exchange Directors to ensure coordination with School plans. Applicants should endeavour to make their events as accessible and as sustainable as possible.

**The closing date for applications is 1 August 2020**

Please submit all applications to the HARI Administrator (hari@rhul.ac.uk).

For all enquiries please contact Professor Hannah Thompson, Director of HARI (Hannah.Thompson@rhul.ac.uk)

Notes on Budget:

It is HARI policy that a fixed rate of £**300 should be offered as a fee to** freelancers such as artists, writers and creatives; this should not be offered to salaried academics. It is HARI policy that catering costs should not exceed £15 per person for a lunch-only event, and £18 per person for a full-day event. Sustainable practices should be adopted wherever possible (for example, is bottled water necessary? Can participants be asked to bring their own water bottles/coffee cups to avoid using plastic.)

**Full Name**: **Department**:

**Email**:

**Date**:

**Name of proposed speaker:**

**Information about the proposed speaker:**

**Describe his/her interdisciplinary relevance:**

**Describe your relationship to the speaker, how well you know them and how confident are you that they will accept an invitation.**

**Description of the Flagship Event including venue and proposed dates:**

**Please outline plans for publicity:**

**Please describe the pathways to impact:**

**Breakdown of costs (not to exceed £1,000 for HARI contribution, but please specify if greater funds are required, what these are needed for, and where the applications for those funds are going):**

**How will you ‘Covid-proof’ your event?**

**How will you make your event accessible?**

**How will you make your event sustainable?**

**Signed:**