

Procedure for the request of a STAR workshop- or visitor grant

1. Types of activity funded:
 - Workshop (max € 5.000 per event, **max € 2.000 per day**).
 - Guest visit to a department or institute that is stochastics oriented (min. 2 weeks stay; max € 2.000 per event, two different STAR institutes need to be involved).
2. Each funding request must be accompanied by a brief description of the proposed activity (max. 500 words). The date(s) on which the activity will take place must be included.
3. Explain why funding from STAR is essential for conducting the activity successfully (e.g. why no other funding can be used).
4. Workshops:
 - a. The national interest of the workshop should be made clear.
 - b. The request must be accompanied by a provisional budget and a list of target speakers.
 - c. An indication should be given of funding requests elsewhere.
5. Guest visits:
 - a. The visit must be of benefit to multiple partners within STAR. Indicate how and why. **The guest visitor should visit at least 2 institutes.**
 - b. The visit must preferably last for a minimum of 2 weeks.
 - c. An explanation must be given of why the costs of the visit cannot be covered by the own department or institute.
 - d. **Only one request per applicant per call will be taken into consideration.**

Note: It is possible to apply for a 'NWO bezoekersbeurs'. It is even encouraged to do so while asking STAR for a guarantee.

The Management Team of STAR decides whether the funding request is granted.

The call for requests is three times a year, at the following dates:

Requests submitted before	Will be decided on before
15 January 2017	1 February 2017
15 September 2017	1 October 2017

Please note that requests received between the above mentioned dates will not be considered, unless very urgent.