
BLCS OUTREACH FUND

PURPOSE OF THE FUND

The BLCS Outreach Fund aims to support outreach activities that involve to a significant extent liquid crystal science and applications.

ELIGIBILITY

Any member of the BLCS can apply to the BLCS Outreach Fund.

FUNDING AVAILABLE

Any single request may not be for more than £200. No more than £200 may be awarded to the same BLCS member within a BLCS financial year (19 March to 18 March). The BLCS Outreach Fund is limited to no more than £1,000 per BLCS financial year.

ELIGIBLE COSTS

There is no restriction on the use of the funds: they can cover consumables, travel or accommodation as required. The funds requested must be justified in the application procedure. Activities supported by the fund must display the BLCS logo (available from the BLCS web site).

APPLICATION, APPROVAL AND PAYMENT PROCEDURE

- 1) The application must be made to the Secretary of the Society. The application should fit on one side of A4 and contain the following information:
 - a) The outreach activity envisaged.
 - b) Justification of the funding requested, e.g. what it will cover.
 - c) Date by which the funding is required. This should be at least three weeks after the submission of the application.
 - d) How the BLCS sponsorship will be acknowledged.
- 2) The secretary will pass the application to the treasurer for financial checking. The treasurer will confirm to the Chair if the application is eligible and the fund is solvent.
- 3) The application must be approved by the Chair of the BLCS Steering Committee by Chair's action. All applications will be reported to the BLCS Steering Committee. A summary will be presented by the treasurer at the AGM.
- 4) Receipts of all expenditure should be sent to the Treasurer of the BLCS who will reimburse them up to the total approved by the Society.
- 5) Recipients of the funds are requested to write a short article about their outreach activity for the BLCS newsletter.