

SIAM Student Chapter
Request for Funding 2018 - 2019 Academic Year Guidelines

One of the hallmarks of applied and computational mathematics is its interdisciplinary nature and the opportunity it affords to interact with researchers in other fields. Approximately 40% of SIAM members work in departments outside of the mathematical sciences. With these observations in mind, the SIAM Board stated its desire to cultivate SIAM's interdisciplinary spirit among its student chapters. Chapters are encouraged to reach out to diverse departments.

SIAM Student Chapters may request funds (in US dollars) for activities in the upcoming year, up to a maximum of \$500 per academic year. The application should include a description of the planned activities and the chapter's proposed budget. The budget should identify those activities to be funded by SIAM and other sources in the appropriate columns. Requests for funding should include details of chapter activities, such as number and type of meetings, name of invited speaker(s) and topic of presentation, destination and purpose for any field trips to industry or SIAM section meetings, and any other relevant information.

Any unexpended funds remain the property of SIAM. The Student Chapter bears the responsibility for accounting for these funds. A financial report will be required at the end of the academic year from each chapter. Unexpended funds may be reallocated to the chapter upon submission and approval of a request for funding for the following year or may be returned to SIAM.

If income exceeds expenses in any column, please provide a detailed explanation. If expenses exceed income, please explain how the loss will be covered. If there are restrictions on funds from other sources that lead to the net gain or loss, that information should be included in the final report.

Student Chapters requiring funds for activities are encouraged to seek support from the university and from other sources as well. Universities often provide for chartered clubs on campus through the student union or student activities office.

Companies also may wish to contribute to Student Chapters, in exchange for the privilege of speaking to a group of students. The SIAM office may be able to provide advice on this strategy to SIAM Student Chapters through the faculty advisor.

FUNDING GUIDELINES:

All funds should be requested and reported in US dollars. Funds will be made available in US dollars via check or, for chapters outside of North America, by bank transfer. A final report must be submitted by all chapters at the end of the academic year.

Allowable expenses include honoraria or travel for a speaker invited to address the chapter, light food and beverage at chapter meetings; copying and printing promotion information on the chapter and its activities; one-day field trips (minimum four students) to industry, SIAM section meeting, or regional SIAM student chapter conference. Any requests for travel must include details: destination, purpose of trip, and the number of student and faculty participants.

Non allowable expenses include awards, prizes, registration for conferences, individual travel to meetings, hotel accommodations. Please note that Chapter funds cannot be used for attendance at SIAM meetings, other than a field trip as described above, nor to attend meetings organized by other professional societies. Other types of expenditures may be requested, but require prior approval.

Deadline for submission of request:	Monday, October 8, 2018 (email, fax receipt or postmark)
Awards announced:	Monday, November 12, 2018
Deadline for submission of final report:	Friday, June 29, 2018 (email, fax receipt or postmark)

Chapters are encouraged to:

- ▶ promote your chapter activities using the student blog by sending ideas for a posting an item to sinews@siam.org.
- ▶ promote and network with other SIAM chapters on the [SIAM Student Chapters Facebook Group Page](#).
- ▶ alert SIAM to activities that might be of interest for *SIAM News* article or news online.
- ▶ update chapter website information on a regular basis.

All Chapters will receive funds in US Dollars. For Chapters outside of North America: Please indicate on the request for funding form a preference for method of payment by bank check or wire transfer. Payments can only be made to organizations, not to individuals.

*For more information, contact: **Nancy Snell**, Membership Coordinator/Student Chapter Liaison
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