



Feast Centre for Indigenous STBBI Research
Centre du festin traditionnel de recherche autochtone sur les ITSS

VIRTUAL WORKSHOP/CONFERENCE ENROLMENT FUND

What is the Feast Centre Virtual Workshop/Conference Enrolment Fund?

The Feast Centre for Indigenous STBBI Research is pleased to provide financial support of up to \$1,500 for Feast Centre team members to participate in virtual workshops, webinars, virtual experiential learning opportunities, trainings or courses that contribute to their expertise in the field of Indigenous STBBI research.

What is the level of funding?

Feast Centre team members may apply for up to \$1,500 per course, seminar, workshop or conference. Feast Centre team members may only submit one application at a time.

Is travel permitted under this fund?

No. This fund is meant to support virtual participation in workshops, conferences or seminars. Travel is not permitted under this fund.

Who is eligible to apply for the Feast Centre Virtual Workshop/Conference Enrolment Fund?

The Feast Centre Virtual Workshop/Conference Enrolment Fund is available to support Feast Centre team members to participate in workshops or conferences that contribute to an understanding of Indigenous methods and knowledges as they connect to STBBI research.

This fund is meant to compensate Feast Centre team members for virtual attendance costs at conferences, workshops, or seminars until travel is once again allowed.

What are the application deadlines?

Applications will be accepted on a running basis.

What should my proposal look like?

All applications should be type-written, up to one (1) page in length. Each application will be evaluated based on the following items as well as overall quality and the learning value of the opportunity. All items **must** be addressed to be considered for evaluation.

1. Provide a complete description of the conference, workshop or course.

What will you be doing (larger experience and specific activities)? With whom (demographic of people, host organization, etc.)? For how long?

2. Describe how this conference, workshop, seminar or course is connected to your area of study in Indigenous STBBI research.

How do I submit my application?

Applications are to be submitted electronically using the following instructions:

1. Save your completed application (with original signature) as a PDF and send it to feastapp@mcmaster.ca.
2. Your email subject line should include: a) your name; b) your student number, and; c) "Workshop Enrolment Fund".
3. Please send your application in only ONE (1) attached document. Do not send all documents separately and do not cut/paste your application into the body of your email.

Any information provided in any application, including supporting documentation, may be subject to clarification and/or verification for authenticity and accuracy.

What is the review process?

Proposals will be reviewed by members of the Feast Centre Review Committee. Typically, the Feast Centre Review Committee consists of up to three members including two Feast team members and one staff.

The reviewers will evaluate eligible submissions and candidates will be informed of the funding decision by their McMaster email, normally within one month of the application being submitted.

What are the possible review decisions?

After reviewing applications, the committee may award the full amount requested, a portion of the amount requested, or none of the requested funds.

How are funds released?

Applicants must identify how they would prefer funds to be released. Funds can be released in one of two ways.

1. Applicants for this fund can request that the Feast Centre pay the registration fee for the event/workshop/conference directly. In this case, a representative from the Feast Centre will reach out to you to confirm identifying information necessary for registration.
2. Alternatively, applicants can choose to be reimbursed for their enrolment if they provide proof of enrolment and an official receipt of payment. Normally, reimbursements take 3-4 weeks to process.

Feast Centre team members must agree submit a written reflection of no more than 2-3 pages single-spaced in which the team member describes what they learned and how it contributes to their knowledge/experience as it relates to Indigenous STBBI research. This report is due no later than two weeks after the seminar/conference/course has ended.

Failure to complete the terms and conditions of the fund will make Feast Centre team members ineligible for access to the Feast Centre Virtual Workshop/Conference Enrolment Fund.

Questions about the Feast Centre Virtual Workshop/Conference Enrolment Fund can be directed to:

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