

British Society for Immunology Equality, Diversity & Inclusion activity grant application form

1. Activity title (max 10 words)

2. Total grant amount sought
(max £500)

3. Activity start and end date

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4. Applicant Details. All correspondence will be sent to the principal applicant. At least one named applicant **MUST** be a member of the BSI.

Principal applicant	Full name (incl. title): Job title: Organisation: Tel. no: Email: Role in project: BSI membership no:
Co-applicant	Full name (incl. title): Job title: Organisation: Tel. no: Email: Role in project: BSI membership no:
Co-applicant	Full name (incl. title): Job title: Organisation: Tel. no: Email: Role in project: BSI membership no:

5. Previous diversity and inclusion outreach experience of applicants. Applicants without previous experience should still apply. (max. 100 words)

6. Activity summary (max 100 words). Please supply a short summary of the project, which will be published on the BSI website if your application is successful.

7. Details of your proposed activity. Please provide details on the activity including information on:

- the activities you are planning and number of events, being explicit about the equality & diversity content within the context of an immunology setting.
- the target audience(s) of the activities including anticipated number, type and how they will be reached.
- the number of immunologists who will be involved in organising the event, and the skills and/or experiences that they might gain.

- how the project will be managed and the timeline for the activity.

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8. Activity impact and evaluation. Please share details on any anticipated impacts of the activity and how you will evaluate it and share your learning. (max. 100 words)

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9. Activity budget. Please provide a short breakdown of how the money requested will be used. Please include information of any other funding you have requested and any in-kind costs and supports you will receive for this activity.

Cost detail	Total
Total grant amount requested from the BSI	£
Other funding requested (incl. details)	£
Total in-kind costs (incl. details)	£
Overall total cost of the project	£

10. How did you find out about this grant?

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11. Declaration. To be signed by the Principal Applicant.

We confirm that the information provided in this application form is, to the best of our knowledge correct. The application is made on the understanding that the BSI may disclose information to external peer-reviewers and other relevant third parties for the purposes of operating this grant scheme.

We understand that should our grant be awarded we will be required to agree to the terms & conditions of the grant.

Principal Applicant

Full Name:

Organisation:

Job title:

Date:

Signature.....

Please email completed application forms to careers@immunology.org, along with any supporting documentation you wish to include.

Diversity data collection:

As one of the commitments in our [Diversity and Inclusion Framework](#), the BSI is collecting diversity data on our membership, with a particular focus on how we are faring in key activities such as this grant. This will allow us to look at who is currently participating in/benefitting from the Society’s activities and who is under-represented. As part of this work, we are asking all Equality, Diversity and Inclusion Grant applicants to fill out the “Equality and Diversity” section of their membership record on the online BSI membership database. This is not compulsory part of the grant application process, but it will help us improve our activities if you can complete this information. An aggregated summary of the data collected from all grant applications will be reported collectively in the BSI’s new public-facing annual Diversity and Inclusion report, part of our promise to membership on being open and honest about our progress on diversity.

All information provided via the membership portal will be treated as strictly confidential in accordance the BSI’s [Privacy & Security Policy](#) in line with The Data Protection Act 2018. The information gathered will be stored separately to other personal details and will be held in a way that means it is not identifiable to any individual at any stage. The data will be used for statistical purposes only with access restricted to staff involved in processing and monitoring the data. It will not be seen by anyone involved in any selection processes. No information will be published or used in any way that allows individuals to be identified.

How to fill out the “Equality and Diversity” section of your membership profile

1. Go to the BSI homepage (www.immunology.org) and click the “Login” button in the top right-hand corner of the screen.
2. Enter your email and password and click “Log in” – you should all have an online account to give you access to the membership section. If you think you don’t have an account, please contact membership@immunology.org.
3. Click on the option “Equality and Diversity” in the right-hand menu bar and complete the questions.

Data protection and privacy:

We take your data security extremely seriously. We keep it safe, treat it with respect and we will never sell or share your data to any third parties for marketing purposes. To find out more information you can read our [Privacy & Security Policy](#) and [Data Protection Policy](#) on our website. If you have any queries, please contact dp@immunology.org.