

DUCKS IN A ROW: PLANNING A RESEARCH CONFERENCE

Date: November 16 (Thursday)
Time: 1:30 – 3:00pm
Place: SSRI Conference Room
(Saunders 704F)

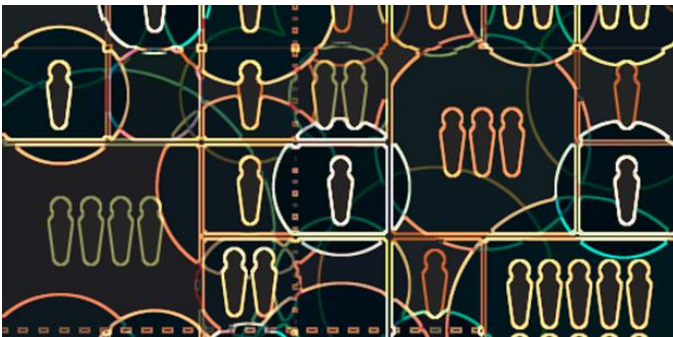
The Grant Development Office at SSRI is offering a workshop to provide tips and pointers on securing funding for and hosting a research conference.

Agenda Topics:

- ✓ Potential sources of funding for conferences and workshops
- ✓ Budget development and preparing a proposal
- ✓ Available information and resources for planning
- ✓ Support offered by UHM Conference and Event Services
- ✓ Fiscal processing of funds (who does what)
- ✓ Lessons learned from previous faculty conference organizers

Presenters / Resource Persons:

- Hanalei Abbott (GDO/SSRI)
- Dave Beilman (Dept. of Geography)
- Paul Donnelly (UHM Conference and Event Services)
- Judith Inazu (SSRI Interim Director)
- Cindy Scheopner (CSS Dean's Office)
- Wei Zhang (Dept. of Sociology)



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For more information, please contact Hanalei Abbott in the Grant Development Office at abbott@hawaii.edu or 956-6463