### **C2D3 Event Sponsorship Report 2020**

### Please complete this form and return, along with a list of attendees, copies of any publications or other project outputs, to coordinator@bigdata.cam.ac.uk

### The report MUST be received within one month of the event

|  |  |
| --- | --- |
| **Report date** |  |
| **Applicants**  Title, name, role, department |  |
| **Event organiser**  (if different from above)  Title, name, role, department) |  |
| **Event organiser email** |  |
| **Event organiser phone** |  |
| **Type of event**  For example, workshop, training, conference etc. |  |
| **Title of event** |  |
| **Event date and location** |  |
| **Names of partner institutions or individuals involved** |  |
| **Brief description of event**  (max 100 words) |  |
| **Main conclusions arising from the event**  (max 100 words) |  |
| **Recommendations and learnings from the event**  (max 100 words) |  |
| **Outcomes and outputs**  For example: new collaborative networks; outline of a funding proposal; a white paper or roadmap; publications or resources (including journal articles, special issues, websites)  Copies of outputs should be attached to the emailed report.  (max 100 words) |  |
| **Copies of outputs should be attached to the emailed report** | Yes / No / N/A  If no, why? |
| **Recommended next steps to follow up the event**  Including but not limited to, estimated scale of funding required |  |
| **List of attendees** | List to be provided as a separate attachment to the emailed report, including a breakdown of the attendees:   * Cambridge staff * Cambridge students * Other academic institution staff * Other academic institution students * Industry * Other |
| **Any other comments** |  |
| **Will any funds be returned to C2D3?**  If yes, please state the amount |  |
| **Financial summary**   |  |  | | --- | --- | | **Expenditure Category** | **Amount (GBP)** | | Travel and subsistence |  | | Venue and equipment hire |  | | Catering costs |  | | Staff costs |  | | Student support |  | | Other (please state expenditure type) |  | | **Total** |  | | |