Please complete this application form and name it using the following template:

*3iCollaborationProject\_2021\_[Acronym of the project]*

The application must be sent to the following email address: international@isite-ulne.fr before July 16, 2021 (11.00 am, Paris Time).

**General information about the I-SITE ULNE project applicant**

|  |  |
| --- | --- |
| Title of the project | [\_\_\_\_\_\_\_\_\_\_\_]  |
| Acronym | [\_\_\_\_\_\_\_\_\_\_\_]  |
| Principal applicant | [*Last Name*] | [*First Name*] |
| Status  | ☐ Researcher/Lecturer ☐ Staff member |
| Position | [\_\_\_\_\_\_\_\_\_\_\_] |
| Contact information  | [*Phone*] | [*Email*] |
| I-SITE ULNE Institution  | [\_\_\_\_\_\_\_\_\_\_\_] |
| Research Unit/ Department | [\_\_\_\_\_\_\_\_\_\_\_] |
| Administrative and financial Research Unit contact | [*First Name, Last Name*][*Phone*][*Email*] |
| Brief description of the other participants from this institution (students, Ph.D researchers, early-stage researchers, other researchers) and the numbers of each |  |

**First 3i Foreign Partner Information**

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|  |  |
| --- | --- |
| 3i Partner institution |  [\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_] |
| Contact Person  | [*Last Name*] | [*First Name*] |
| Position  | [\_\_\_\_\_\_\_\_\_\_\_] |
| Research Unit/ Department | [\_\_\_\_\_\_\_\_\_\_\_] |
| Contact information  | [*Phone*] | [*Email*] |
| Brief description of the other participants from this institution (students, Ph.D researchers, early-stage researchers, other researchers) and the numbers of each |  |

**Second 3i Foreign Partner Information (*if applicable*)**

|  |  |
| --- | --- |
| 3i Partner institution |  [\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_] |
| Contact Person  | [*Last Name*] | [*First Name*] |
| Position  | [\_\_\_\_\_\_\_\_\_\_\_] |
| Research Unit/ Department | [\_\_\_\_\_\_\_\_\_\_\_] |
| Contact information  | [*Phone*] | [*Email*] |
| Brief description of the other participants from this institution (students, Ph.D researchers, early-stage researchers, other researchers) and the numbers of each |  |

**Third 3i Foreign Partner Information**

|  |  |
| --- | --- |
| 3i Partner institution |  [\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_] |
| Contact Person  | [*Last Name*] | [*First Name*] |
| Position  | [\_\_\_\_\_\_\_\_\_\_\_] |
| Research Unit/ Department | [\_\_\_\_\_\_\_\_\_\_\_] |
| Contact information  | [*Phone*] | [*Email*] |
| Brief description of the other participants from this institution (students, Ph.D researchers, early-stage researchers, other researchers) and the numbers of each |  |

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**Project description**

|  |  |
| --- | --- |
| Type of project: | ☐ Network ☐ Seminar ☐ Meeting ☐ ColloquiaOther: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Main organising Institution:  | ☐ I-SITE ULNE Member ☐ KU Leuven ☐ UGent ☐ UKent  |
| Place of the event(s):(add more lines as needed) | City: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Country: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Summary of the project: *What is the purpose of the project?**How many participants are expected?* *Where will the participants be from?* *How will the project strengthen cooperation with the 3i partner institutions?**Is there any previous cooperation between the participants?**What are the expected results? Are future activities planned after the project?* | [*1500 characters (including spaces)*] |
| Approximate date(s) |  |
| Signature of the applicant  | [*Last Name, First Name*] |  [*Signature*] |
| [*Email*] |
| Signature of the head of the research unit/ Department  | [*Last Name, First Name*] |  [*Signature and stamp*] |
| [*Date*] |

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**Budget**

|  |  |  |  |
| --- | --- | --- | --- |
|   | **TOTAL COST** | **I-SITE ULNE** | **OTHERS (if applicable)** |
|  STAFF COSTS |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  CONSUMABLES SUPPLIES |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  TRAVEL COSTS |  |  |  |
|  |  |  |  |
|  |  |  |  |
| SERVICES, EXPERTISES, ….  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  **TOTAL OF DIRECT COSTS**  |  | ***Max €13,888.89*** |  |
|  INDIRECT COSTS – MANAGEMENT COST (8%) |  | ***Max €1,111.11*** |  |
|  **TOTAL OF DIRECT AND INDIRECT COSTS** |  | ***Max €15, 000*** |  |

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