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](mailto: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 ☐ Colloquia  Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |
| 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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