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Application Ref:

## EU Facilitation Fund: Application

**Please return the completed application form to: euresearch@exeter.ac.uk**

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| 1. **LEAD APPLICANT DETAILS** | | | | |
| **Name** |  | | | |
| **College** |  | | | |
| **Discipline** |  | | | |
| **E-mail Address** |  | | | |
| **Telephone No.** |  | | | |
| 1. **OTHER APPLICANTS (Please add additional lines if there is more than 1 co-applicant)** | | | | |
| **Name(s)** |  | | | |
| **Discipline(s)** |  | | | |
| 1. **EU PARTNER DETAILS or EVENT DETAILS** | | | | |
| **Name of Organisation/Event** |  | | | |
| **Business Address** |  | | | |
| **Name & Job Title of Contact** |  | | | |
| **E-mail Address** |  | | | |
| **Telephone No.** |  | | | |
| **Specific Horizon 2020 Call details or Event details and any additional information that you consider relevant including any existing relationship you have with potential partners**  (Please provide call reference, title, submission deadline) | H2020 Call:  Call deadline:  Event details: | | | |
| 1. **TYPE OF ACTIVITY PROPOSED (Please put a cross in the relevant box(es))** | | | | |
| Travel to consortium meeting or brokerage event | |  | Organisation of consortium meeting |  |
| Other | |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| 1. **COSTS**   **Category (travel, subsistence, other)** | **Description: locations etc.** | | **Amount (£)** |
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|  |  | |  |
|  |  | |  |
|  |  | |  |
|  |  | |  |
| **Totals** | | | **£** |
| **BRIEF JUSTIFICATION FOR RESOURCES REQUESTED** | |  | |

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| --- |
| 1. **APPLICANTS’ DECLARATION** |
| If awarded funding, I will commit to providing brief written feedback to the Euresearch team.  **Applicants Name and Signature** *…………………………………………………….…………………….……........*  **Date** *……………………………*  ***Once sections 1-6 have been completed please e-mail the completed application form to*** [***euresearch@exeter.ac.uk***](mailto:euresearch@exeter.ac.uk) |

|  |  |
| --- | --- |
| **RESEARCH SERVICES USE ONLY APPROVAL** | |
| RELEVANT COLLEGE:  Confirmation by email that this application is supported by the college | **Name...........................................................................**  **Date.............................................................................** |
| RESEARCH SERVICES:  Project costing has been reviewed and confirmed | **Signature....................................................................**  **Name...........................................................................**  **Date.............................................................................** |

**Additional Notes:**

* Funds will be prioritised for current calls for proposals ([2018-20 Work Programmes](https://ec.europa.eu/programmes/horizon2020/en/h2020-sections)).
* For requests for travel, please be concise. Only for larger requests (for example for the costs of partnering meetings) should you provide more details (max half a page).
* Requests will be approved by either the EU/International Cluster Lead or by the Director of Research, Research Services.
* College Assistant Deans of Research will be asked to approve on behalf of the relevant college.

**Terms and conditions:**

* Only University of Exeter staff are eligible to apply for funding.
* The allocated funds must be used for the agreed project.
* The allocated funds must be used for directly incurred costs only.
* Indirect costs are not considered eligible.