Annual Mobility Grants 6th Call

2023
Application Form

*This application form is composed of 4 main parts. The two first parts must be pre-filled by the applicants* ***by 17th February 2023*** *in order to be sent to the wanted host institution. In case of agreement of the requested host institution and with its support and indications, the applicant could fill the last two parts* ***before 5 May 2023.***

* *Part “Applicant” 🡪 to pre-fill by 17/02/23*
* *Part “Motivation” 🡪 to pre-fill by 17/02/23*
* *Part “Professional project” 🡪 to fill before 05/05/23, with the support of the host institution*
* *Part “Administrative part”* 🡪 *to fill before 05/05/23, with the support of the host institution*

Name:

Function:

“Sending” Institution:

Host Institution:

**NB/** Incomplete applications will be considered ineligible and will not be accepted

**APPLICANT**

**I/ Personal Data**

1.1 Surname: *……………………………………………………………………………………………………………………………*

1.2 Given Name: *…………………………………………………………………………………………………………………………*

1.3 Male or Female (optional): *…………………………………………………………………………………………………*

1.4 Institution of the Applicant*: ………………………………………………………………………………………………*

1.5 Date of Birth*: ………………………………………………………………………………………………………………………….*

1.6 Address: *………………………………………………………………………………………………………………………….……*

1.7 Post code: *…………………………………………………………………………………………………………………………*

1.8 Country: *………………………………………………………………………………………………………………………………*

1.9 Tel: *…………………………………………………………………………………………………………………………………………*

1.10 Mobile: *…………………………………………………………………………………………………………………………………*

1.11 Email : *………………………………………………………………………………………………………………………………….*

1.12 Visa (necessary or not) : *…………………………………………………………………………………………………*

1.13 Any restrictions to participate in the program (medical, legal, others): *………………………………*

**II/ Professional Data**

2.1 Professional field – specialization: *…………………………………………………………………………………………*

2.2 Current position: *…………………………………………………………………………………………..………………………*

2.3 Language skills: *…………………………………………………………………………………………..…………………………*

2.4 Education (academic/professional institutions, professional courses, other – provide year of completion): maximum 300 words

*………………………………………………………………………………………………………………………………………………………*

*………………………………………………………………………………………………………………………………………………*

2.5 Professional Experience: maximum 300 words
(past professional background, places of employment, any freelance practice in the arts, participation and organization of projects, other – please specify with dates)

*………………………………………………………………………………………………………………………………………………………*

*………………………………………………………………………………………………………………………………………………………*

2.6 If any, Publications - Awards – Scholarships:(provide only the most important or most recent ones, over the last 5 years)

*………………………………………………………………………………………………………………………………………………………*

2.7 Participation in activities of the Network of European Royal Residences over the last years (technical meetings, cooperation projects as EPICO, Palace Day, etc)

*………………………………………………………………………………………………………………………………………………………*

*………………………………………………………………………………………………………………………………………………………*

2.8 Have you visited the host institution before or do you know some employees of the host organization?

*………………………………………………………………………………………………………………………………………………………*

2.9 Participation in international projects, events, programs, exchanges
(please specify project/program name, location, year of participation and your responsibilities/position related to it)

*………………………………………………………………………………………………………………………………………………………*

*………………………………………………………………………………………………………………………………………………………*

**MOTIVATION**

 **I/ Location**

*(NB:* Date of mobility: 2nd part of 2023)

1.1 Name and country of the HOST institution (**only one**) : *…………………………………………………..…*

1.2 Suggested Department: *…………………………………………………………………………………………..……………*

1.3 Suggested period: *…………………………………………………………………………………………..……………………*

1.4 Working Language: *…………………………………………………………………………………………..…………………*

**II/ Motivation**

**WHY: Motivation** personal/ professionals benefits, objectives of the stay, why you choose this institution, etc. This part aims to explain to the host institution your project and to convince it to accept your request. Maximum 400 words

*………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………*

**PROFESSIONAL PROJECT**

**Mission and Objectives**

Name and position of your contact in the host institution:

Function:

Mail:

Tel:

Mobile Phone:

**WHAT: Description of the mission** planned activities, specific project, research, tangible and expected, results, etc. This part, realized following your exchanges with the host institution, aims to present to the steering committee the program of your stay if your application is accepted. Maximum 400 words

*………………………………………………………………………………………………………………………………………………………*

**ADMINSITRATIVE PART**

**I/ Financial data of the applicant for bank transfer**

1.1 ACCOUNT (name of the owner):

1.2 IBAN:

1.3 BIC:

1.4 SWIFT:

**II/ Principle Agreement**

|  |  |
| --- | --- |
| **Applicant’s Institution** | **Host Institution** |
| *Manager ’s full name*:  | *Manager ’s full name :*  |
| Position : | Position : |
|  |  |
| Signature of the manager: | Signature of the manager: |
|  |  |
| Stamp of the institution / manager: | Stamp of the institution / manager: |
|  |  |

**Applicant**

*Full Name of the Applicant*

Signature