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| **WUN RESEARCH MOBILITY AWARDS** **APPLICATION FORM - R&I30** |
| **PLEASE WORD PROCESS AND SUBMIT** **ELECTRONICALLY** |
| **INSTRUCTIONS:**1. All applicants need to complete sections 1, 4, 5 and 6.
2. Section 2 to be completed ONLY when applying for a research visit to a WUN partner institution
3. Section 3 to be completed ONLY when applying for a conference/ workshop attendance grant
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| **SECTION 1: APPLICANT’S DETAILS** |
| **Surname:**       | **First name:**       | **Title:**       |
| **Telephone number:**       | **Email address**:  |
| **Department/School**:       | **Position:**       |
| **Faculty:**       | **Staff number:**       |
| **Appointment status** (refer to eligibility categories):       |
| **Proposed departure date:**       | **Duration of proposed visit:**       |
| **Purpose of visit** –tick ✓ appropriate category |       | *Research visit* |       | *Conference attendance*  |
| ***Curriculum Vitae* of applicant should accompany this application – maximum one page** |

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| **SECTION 2: RESEARCH VISIT****Complete ONLY when applying for research visit to WUN partner institution** |
| 1. **HOST’S DETAILS**
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| **Host University:**        |
| **Host Department or School:**       | **Host researcher:**       |
| **Host’s Address:**        | **Telephone number:**        |
| **Email:**        |
| 1. **Global Challenge under which you would sort the research area forming the basis of your research visit**
* Adapting to Climate Change
* Global Public Health and Non-Communicable Disease
* Understanding Cultures
* Global Higher Education and Research
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| 1. **SUPPORTING STATEMENT BY HOST RESEARCHER –** attach to application form **(maximum one page)**
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| STATEMENT BY APPLICANT |
| In no more than 1,000 words (in total) please provide information on the following (attach to the application form): |
| 1. Details of any research links which already exist between your department/ school and the concerned department/ school in the WUN partner institution
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| 1. How does the research area, within which context the visit is proposed, link to any of the four Global Challenges (i.e. Adapting to Climate Change; Global Public Health and Non-Communicable Disease; Understanding Cultures; and Global Higher Education and Research)
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| 1. Summary of the research you intend to undertake, detailing proposed interactions with the WUN partner institution
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| 1. The anticipated benefits of the award, both for yourself and for the universities involved
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| 1. Any exceptional expertise or facilities available to you through this visit
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| 1. How you and your department/ school propose to sustain research links built through your visit (including links to existing and developing WUN projects)
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| **SECTION 3: CONFERENCE/ WORKSHOP ATTENDANCE** **Complete ONLY when applying for conference attendance grant** |
| **CONFERENCE/ WORKSHOP DETAILS** |
| **Name of conference/ workshop:**        | **WUN Research Project/ Group to which conference/ workshop is linked:**       |
| **List of WUN member institutions participating in the Research Project/ Group:**       |
| **Dates of conference/ workshop:**        | **Venue where conference/ workshop is held:**        |
| **In case of a conference, will you present a paper/ poster?** |       | *Paper* |       | *Poster* |
| **In case of conference, title of paper/ poster:**  | **Expected research outputs:**        |
| In case of a **conference,** please ensure that the following documents accompany this application: * The abstract/ summary of paper(s)/ poster(s) to be presented
* Conference programme
* Proof of conference registration fees
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| In case of a **workshop,** please enclose invitation to the workshop |

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| **SECTION 4: SUPPORTING STATEMENT BY HEAD OF DEPARTMENT/SCHOOL** |
| Briefly comment on the importance of this collaboration (and workshop or conference participation – if applicable) for the Department/ School **(maximum one page)** |
| **Special leave approved:**       |       | *Yes* |       | *No* |
| **Signed:**   | **Date:**       |
| **SECTION 5: DETAILS OF FUNDING APPLIED FOR** |
| **Please note that the maximum funding provided per trip is R25,000.00** |
| **Category** | **Breakdown of costs (please itemise)** | **Total per item category** |
| *Travel expenses*  |        |       |
| *Subsistence costs*  |        |       |
| *Accommodation*  |        |        |
| *VISA* |       |        |
| *Travel insurance* |        |        |
| *Details if other sources of funding were applied for* | *Source*        | *Status of application* |
| Pending (state amount) |        |
| Approved (state amount) |        |
| **TOTAL COST OF TRIP**  |       |
| **TOTAL AMOUNT APPLYING FOR**  |        |

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| **SECTION 6: DECLARATION BY THE APPLICANT** |
| I wish to apply for a Worldwide Universities Network Mobility Award. If successful, I undertake to observe the Award Regulations and to provide a final report.I agree that the University of Cape Town and the Worldwide Universities Network may hold and process personal information in connection with this application and may use information relating to this proposed research visit for any publicity purposes that they deem appropriate.  |
| **Signed:**       | **Date:**        |

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| **APPLICATION CHECKLIST** |
| **PLEASE ENSURE THAT THE FOLLOWING DOCUMENTS ACCOMPANY THIS APPLICATION:** |
| a. Airfare quotations (x2) |         |
| b. *Curriculum vitae* of applicant **(one page only)** |         |
| c. Supporting statement by Head of Department/ School **(one page only)** |         |
| d. In case of a research visit, a statement by the applicant **(maximum 1000 words)** |         |
| e. In case of a research visit, a statement by the host researcher **(one page only)** |         |
| f. In case of conference attendance: |  |
| * The abstract/ summary of paper(s)/ poster(s) to be presented
 |
| * Conference programme
 |  |
| * Proof of conference registration fees
 |  |
| g. In case of workshop attendance, the invitation to the workshop |  |