

## WUN Research Mobility Fund (RMF)

### OUTGOING STAFF APPLICATION FORM

*{Please electronically submit the completed application form along with any requisite attachments to the WUN office at the U of A in a single pdf document. Please note that no other documentation will be reviewed so do not add appendices.}*

RMF application year:

Proposed project title:

Proposed start date:

Duration of proposed visit:

#### Applicant's Details:

Surname:

First Name:

Title:

Department or School:

Employee number:

Applicant's address:

Telephone number:

Email:

#### Host's Details:

Host University/Institution:

Host Department or School:

Host academic:

Host's address:

Telephone number:

Email:

Please provide details of any research or academic links which already exist between your department/school and the department/school in the WUN host institution:

#### Details of funding requested:

Guidelines for funding:

- (i) Travel: travel to airport, economy airfare, internal travel to host institution and visa and insurance costs
- (ii) Accommodation/provisions: up to \$1,500 per month (maximum)
- (iii) Research expenses (at the discretion of the Committee and must be fully justified): up to ten percent of the total cost of travel and accommodations.
- (iv) Departmental contribution: please indicate whether your department (or other sources) is able to contribute towards the proposed visit:

Item	Breakdown of costs (please itemize)	Total
Travel Expenses:		
Accommodation/provisions:		
Research Expenses:		
Departmental Contribution:		
Total applied for:		

### Applicant's statement:

In no more than 1000 words (in total), please provide information on the following:

(a) Summary of the research you intend to undertake, detailing proposed interactions with the WUN partner institution:

(b) The anticipated benefits of the award, both for yourself and for the universities involved:

(c) Any exceptional expertise or facilities available to you through the visit:

(d) How you and your department/school propose to sustain research collaborations built through your visit (including links to existing/developing WUN projects):

(e) Other funding sources applied to (and the outcome):

### Applicant's CV (one page with up to three publications):

Applicant's one page CV attached to this application

### Host's Academic's supporting statement (one page):

Host Academic's supporting statement attached to this application

### Head of Home Department/School's supporting statement (one page):

Head of Department/School's supporting statement attached to this application

### Statement from applicant:

I wish to apply for a WUN RMF award. If successful, I undertake to observe the Award Regulations and to provide a final report to the UofA WUN office. I agree that the University of Alberta and WUN 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 may deem appropriate.

Signed:

Date:

**CONTACT:**

UAlberta WUN Office  
2-45 South Academic Building  
Edmonton, AB T6G 2G7

WUN contacts: **Dr. Stefan Scherer**  
stefan.scherer@ualberta.ca

**Dr. Marija Petrovic**  
marija.petrovic@ualberta.ca

**Protection of Privacy** – The personal information requested on this form is collected under the authority of Section 33 (c) of the *Alberta Freedom of Information and Protection of Privacy Act* and will be protected under Part 2 of that *Act*. It will be used for the purpose of application procedure and administration of the WUN Research Mobility Fund Award. Direct any questions about this collection to FOIPP Liaison Officer, Office of the Provost and Vice-President (Academic), 2-36 South Academic Building, Edmonton, AB T6G 2G7; tel (780) 492-3920; fax (780) 492-1438.