

---

## **RESEARCH MOBILITY FUND**

### **TERMS OF REFERENCE**

The Research Mobility Fund (RMF) provides support for graduate students, post-doctoral fellows, and research staff at the University of Alberta (UAlberta) to establish and cultivate international research collaboration by spending time abroad at another WUN institution. These funded placements may vary in length (up to a maximum of three months) and can be related to a wide variety of research areas.

Do not miss out on this great opportunity to:

- *Advance your research* from the facilities, resources and skill-set available within your host institution
- *Improve contacts within your academic field* by meeting and working with your counterparts overseas
- *Further your career development* and open up the possibilities for your future

Applications are welcome from graduate students, post-doctoral fellows, and research staff at the UAlberta. Applicants in all academic areas, both in existing WUN research areas and new areas with the potential/promise for developing a sustainable WUN collaboration, are encouraged. Priority is given to well-defined proposals which demonstrate a clear benefit to the applicant, department, UAlberta, and WUN. Applicants should indicate how their departments will contribute towards the proposed visit and should demonstrate how the collaboration will be sustained following the visit.

UAlberta will provide funding for:

- travel expenses (e.g., economy airfare, train, rental car, etc.)
- additional subsistence at a maximum of \$1,500 per month for accommodation and meals

All reimbursement claims are governed by the “[Travel Expense Procedure](https://policiesonline.ualberta.ca/PoliciesProcedures/Procedures/Travel-Expense-Procedure.pdf)” (<https://policiesonline.ualberta.ca/PoliciesProcedures/Procedures/Travel-Expense-Procedure.pdf>) as part of the “[Supply and Goods and Services Policy](https://policiesonline.ualberta.ca/PoliciesProcedures/Pages/DispPol.aspx?PID=79)” (<https://policiesonline.ualberta.ca/PoliciesProcedures/Pages/DispPol.aspx?PID=79>) of the UAlberta and need to be fully justified.

To apply please complete the correct RMF application form:

- a) application for outgoing post-doctoral fellows and graduate students
- b) application for outgoing staff researchers

Please submit your application with original signatures to the local WUN office at the address below and email an electronic version to [tamara.day@ualberta.ca](mailto:tamara.day@ualberta.ca)

Applications for this type of funding are accepted on a continuing basis. The decision of approval or rejection lies solely with the local UAlberta WUN office based on the review of the provided application. A decision will be made within four weeks of receiving the complete application. Approved funding must

to be claimed within 12 months from the date of approval. Otherwise, a resubmission of the application will be required.

The application may include such activities as: attendance at short courses, conferences or workshops, visiting academic institutions, organizing an event to development collaboration under WUN.

### **UAlberta RMF Contact**

#### **Ms. Tamara Day**

*Deputy Coordinator*

#### **Mailing Address:**

Office of the Vice-President (Research)  
2-45 South Academic Building  
University of Alberta  
Edmonton, AB  
Canada T6G 2G7

**T:** [+1.780.492.0927](tel:+17804920927)

**E:** [tamara.day@ualberta.ca](mailto:tamara.day@ualberta.ca)