## Application Form

## Kyoto University – University of Vienna Joint Grant Program

**Instructions**

Proposals for the KU-UNIVIE Joint Grant Program should be submitted by the project coordinator, who must be a full-time faculty member at KU or UNIVIE. Proposals must be submitted in English, using this application form. Applications (whether sent by the project coordinator from KU or UNIVIE) **must be submitted to Ms. Janna Kazim,University of Vienna**. Please submit your proposals by email as a single PDF file **by 6:59 (JST) 8 June / 23:59 (CEST) 7 June 2022** to the following address:

University of Vienna:

Janna Kazim

International Office

Email: janna.kazim@univie.ac.at

**Please include the following:**

1. **Completed application form, including:**
	1. **Basic project information (including project title)**
	2. **Name, institute affiliation and contact information of both Project Coordinators**
	3. **Name and institute affiliation of additional project participants**
	4. **Description of the planned project/activity (2 pages in length)**
	5. **Detailed budget plan**
	6. **Description of the contribution to the further development of the cooperation and the Strategic Partnership**
2. **Complete CVs of the project coordinators from both institutions (max. length 2 pages per CV).**

**1)**

| **Basic project information** |
| --- |
| Project title |  |
| Activity | [ ]  (1) Research workshops, conferences, round tables, or symposia[ ]  (2) Mobility for joint research and meetings.[ ]  (3) Development of joint (PhD) education activities, such as short term programs (e.g. summer/winter schools), seminars and colloquia[ ]  (4) Joint publications[ ]  (5) Other activities (please specify): |
| Main research areas |  |
| Duration | From: To:  |
| Where will the project take place? | KU: [ ] 　UNIVIE: [ ] 　 |

| **Project coordinator from KU**  |
| --- |
| Last name |  |
| First name |  |
| Academic title |  |
| Position |  |
| Affiliation(Faculty/Graduate School/Department/Institution/) |  |
| Phone number |  |
| Email |  |

| **Project coordinator from UNIVIE** |
| --- |
| Last name |  |
| First name |  |
| Academic title |  |
| Position |  |
| Affiliation |  |
| Phone number |  |
| Email |  |

| **Additional project participants** |
| --- |
| Last name | First name | Academic title | Position | Affiliation | University |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
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|  |  |  |  |  |  |

| **Description of the planned project/activity 2 pages (max.), including:*** Project narrative, objectives and significance
* Place of project/activity (Kyoto/Vienna)
* Time schedule
* Future activities closely connected to the project (e.g. joint publications, joint submissions to funding agencies)
 |
| --- |
|  |

Budget: EUR 7,400 or JPY 1,000,000 for all activities

| **Budget calculation** |
| --- |
| **Expenditure**Example(Travel expenses )(Venue rental fees)(Publishing costs) | **Amount in** **EUR** [ ]  **or JPY** [ ] EUR [x]  or JPY [ ] 6,200400500 | **Breakdown** **Unit price\*quantity** **(please provide specific details of cost items)**UNIVIE to KU 3,100\*2Rental the venue in Kyoto 400\*1Abstract book 10\*50books |
| Travel expenses |  |  |
| Accommodation costs |  |  |
| Catering costs (for in-person activities only) |  |  |
| Venue rental fees |  |  |
| Costs for student assistants(funding can only be provided for assistance for events) |  |  |
| Shipment costs |  |  |
| Publishing costs |  |  |
| **Total** |  |  |

| **Funding from other sources 　Yes** [ ]  **No** [ ]  |
| --- |
| Institution(s) |  |
| Amount |  |
| Main use(e.g., travel expenses, publication) |  |

| **Description of the contribution to the further development of the cooperation and the Strategic Partnership:** |
| --- |
|  |

1. **Please attach complete CVs of the project coordinators from both institutions (max. length 2 pages per CV).**