# Universität Münster

**INTERNATIONAL OFFICE**

# Application for Project Funding from the Internationalisation Fund

Serial no.
(to be filled by IO)

## 1. General information

Applicant (<u>only</u> members of the UM are eligible)

Address:                                              Institute/unit:

Title:

Last, first name:                                     Faculty:

Tel:                                                  Postal address
                                                      (street/no.):
Email:

First-time application                    Application deadline:    15 February

Subsequent application                                            15 June

                                                                  15 October

Project starting date:                    Project ending date:

Short project title:

Cooperation partner/institution:                      Country:

Partnership agreement/MoU available:          yes          no

Funding line:

**1** Initiation/expansion of international partnerships to promote academic mobility

**2a** Internationalisation in teaching

**2b** Internationalisation at home

**3a** Fellowship

    in-person visits    virtual stay-at-home

**3b** UM contribution for DAAD Visiting Lectureship (A)

**4** Grant for conference/workshop of UM

  ‹ 50 participants    › 50 participants
    1-2 days        1-2 days
    3-x days        3-x days

**5** Grant for continuing education measure

## 2. Project and objectives

Project description (max. 3,000 char.)

- How is the project related to the UM Internationalisation Strategy or the internationalisation objectives of your faculty/institution? (max. 1,500 char.)

- What medium-/long-term effects do you anticipate and how do you plan to assess these? (max. 1,500 char.)

- For longer-term activities, how do you plan to carry out and continue financing the project? (max. 1,500 char.)

## 3. Finance plan

*- for funding line 3a, revenue figures are not required*

| Expenditures | Total |
|---|---|
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| **Subtotal expenditures** | |
| **Revenues** | |
| Faculty | |
| Institute | |
| Chair | |
| Other UM institution | |
| Third-party funding | |
| Other | |
| Participation fees | |
| **Subtotal revenues** | |
| **Total project funding required** | |
| **Funding requested from the Internationalisation Fund** | |

| If applicable, enclose statement confirming that the faculty/institute/unit **cannot** contribute funding | | | |
|---|---|---|---|
| requested on: | | rejected on: | |
| requested on: | | rejected on: | |
| requested on: | | rejected on: | |
| requested on: | | rejected on: | |
| requested on: | | rejected on: | |
| requested on: | | rejected on: | |

Comments:

## 4. Attachments and information

**Please select the applicable funding line and attach the respective documents:**

**Funding line 1** – Application to initiate/expand international partnerships

      name of delegate (if different from the applicant):

**Funding line 3a** – Application for a Fellowship

      work programme of the international researcher/instructor

      CV and residential address of the international researcher/instructor (**without** list of publications)

      <u>Residential address of the
international researcher in home country</u>:

**Fi bX]b[ ˜]bY 3b** – Application for grant toward the UM´s contribution to a DAAD Visiting Lectureship (A)

      preliminary DAAD application and corresponding finance plan

**Funding line 4** – Application for partial financing of international conferences

      (tentative) programme

      (preliminary) list of participants (including statement confirming 30% international participation)

## 5. In case of approval

To expedite funding in case of approval, please provide the following information in advance:

Cost centre of the institute/unit:

Booking/reading rights:                         Login name:
(Address and name)

                                         Login name:

                                         Login name:

## 6. Signatures

▪ **Applicant[1]**

_____
date, signature

▪ **Head of faculty/institute/unit[1]**
As part of its own internationalisation efforts, the faculty/institute/unit supports the project described above and endorses its financing through the central resources of the Internationalisation Fund.

_____          _____
date, signature                                                          official seal/stamp

Name (please print):

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For Fellowships:
If a faculty/institute/unit submits several applications for this funding line simultaneously, the applications should be prioritised with respect to their importance. If sufficient resources are unavailable, the priorities of the faculties/institutes serve as the basis for funding approval .

Funding priority of this application compared to all applications submitted by the faculty/institute:

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▪ **For joint applications by two faculties/institutes/units[1]**

_____          _____
date, signature                                                          official seal/stamp

Name (please print):

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[1] Signature of Dean (for faculty dept.)
Signature of Head of Department (for other central administrative units)
Signature of Department Head (for administrative departments)