

**APPLICATION FORM
2019 - CALL N° 2**

Read the presentation document for this support
Click on the fields to start filling them or use the tab key to move from field to field.

Application Deadline by e-mail: before April 30, 2019 for scientific events to be held between the 1st of June and the 30th of September 2019

File n° (reserved for the AUF): _____

1. IDENTIFICATION

Event Title :

Place of the scientific event:

Dates of the event: * By September 30, 2019 at the latest!

This scientific event is :

national

regional

international

Disciplines (Annex 2 of the presentation document):

Event website :

2. ORGANISATION

Institution(s) or association(s) organizing this event:

Event Coordinator

First name

Last Name

Title

Telephone

Affiliated faculty

Email

3. DESCRIPTION

(Thematic, scientific relevance, objectives, publication of proceedings...)

The Event format: (annual event or per cycle, workshop, conference, etc. ...)

Participants to the event: (target audience: speakers, audience; provenance; estimated number)

Partners of the event (supporting organizations - specify the nature of the support: financial, technical, political)

4. NATURE OF THE SUPPORT REQUESTED TO THE AUF

1. Support the participation of Speakers invited to give a scientific presentation in French

Mss / Mr	Name, Surname (if specified)	Quality ¹	Position or Diploma in preparation	Institution	Country

¹ three categories are possible:

A – Professors and researchers

B – Researchers pursuing their degrees (master's degree, Doctoral students and post-doctoral students)

C – Other persons concerned (to specify):

2. Publication of event proceedings

Number of scientific papers in French			
Number of scientific papers in any other language (to specify)	English...		
	...		
	...		
		Total number of scientific papers:	
Type of proceedings :	Electronic format		Paper
			other

3. Promotion of French language within multilingual scientific events (translation, interpretation...)

What language is used?	
What is (are) the other language (s) used?	

5. PROJECTED BUDGET

1. TOTAL BUDGET

Attach the Total estimated budget of the event (by objective of expenditure and revenue, and indicate the financial partners)

Specify the amount (in euro) of the projected budget: _____ EUR

2. PROJECTED BUDGET REQUESTED TO THE AUF

The projected budget requested to the AUF should be filled in detail. Attach the estimated budget requested to the AUF and, if applicable, a quote for the publication of the event proceedings or translation/interpretation fees.

Nature of expenses *	Amount in Euro
<i>* NB: inscription fees, personal fees, catering, local transportation and communication fees are not covered</i>	
Travel expenses (provide a detailed estimate of travel costs for every speaker for whom the support is requested)	
Living expenses (provide a detailed estimate of living expenses for every speaker for whom the support is requested)	
Publication of proceedings (provide a quote)	
translation, interpretation fees (provide a quote)	
TOTAL AMOUNT OF THE SUPPORT REQUESTED TO THE AUF	

6. LIST OF DOCUMENTS TO BE ATTACHED TO THE APPLICATION FORM

The application file should include all the following documents which are a condition of its admissibility, and numbered from (1) à (9):

- (1) **The list of the scientific committee**, indicating: Name, Surname, title, field of specialization, affiliated university, country ([a template is available here](#));
- (2) **The list of the organizing committee**, indicating: Name, Surname, title, field of specialization, affiliated university, country ([a template is available here](#));
- (3) **The detailed program of the event** (indicating the names, qualities and affiliated university of the speakers, as well as their presentations titles);
- (4) **The list of expected speakers for whom the support is requested** (specifying their names, qualities and affiliated university) – [a template is available here](#);
- (5) **The total projected budget of the event** (by objective of expenditure and revenue), with a payment schedule showing the contribution of each partner– [a template is available here](#);
- (6) **The estimated budget of the support requested to the AUF** in detail (speakers participation fees, proceedings publication fees and/or translation – interpretation fees) - [a template is available here](#);
- (7) **If applicable, provide a quote for the publication of proceedings** (if the support requested is for the publication of proceedings).
- (8) **If applicable, provide a quote for the translation/interpretation** (if the support requested is for translation/interpretation);
- (9) **The statement of banking identity (RIB)** of the institution organizing the event.;

7. SIGNATURE OF THE PROJECT BEARER

Name :	Surname :
Signature :	

8. SIGNATURE AND SEAL OF THE HIGHEST-RANKING OFFICER OF THE INSTITUTION ORGANIZING THE EVENT

Name :	Surname :
Done in :	Date :
Signature :	Seal :