**Note: The application will be handled by the faculty where the the applicant is employed**

# Application for Mobility Grant for PhD fellows

# Application and attachments must be sent to: post@hvl.no

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| First name: |  | | Last name: |  | |
| Is employed as PhD Fellow at:  ☐ Faculty of Technology, Environmental and Social Sciences  ☐ Faculty of Education, Arts and Sports  ☐ Faculty of Health and Social Sciences ☐ External employer. The employer is: | | | | | |
| Is PhD candidate in the following PhD program:  ☐ Computer Science  ☐ Bildung and Pedagogical Practices  ☐ Health, Function and Participation  ☐ Responsible Innovation and Regional Development  ☐ Nautical Operations  ☐ A PhD program at an external institution. The institution is: | | | | | |
| **Period for the research stay:** | | **From date:** |  | **To date:** |  |
| **Name and address of the host institution:** | | | | | |
| **Name and e-mail address for contact person at the host institution:** | | | | | |
| **A brief summary of the plan for your research stay abroad:** | | | | | |

|  |  |
| --- | --- |
| **The amount applied for, based on the budget template below:** | |
| Travel expenses   * [airfare/trainfare/etc. (NOK x)] * [transport to/from airport/train station   (NOK x)] | NOK X |
| Funding for mobility based on the Norwegian Research Council’s rate for Mobility Grants  [with/without family – NOK 20 000/36 000    per month.] x 3 months. | NOK X |
| Total grant : | NOK X |

**About other sources of funding:**

☐ I have not received any other sources of funding related to this research stay abroad

☐ I have received or applied for other sources of funding for this research stay abroad.

Elaboration:

**Mandatory attachments:**

* Invitation/confirmation from the host institution. The invitation must confirm office space, academic contacts and, if necessary, access to library services.
* Recommendation from main academic supervisor stating that the mobility is an integrated part of the applicant’s research education
* Recommendation from the applicants personnel coordinator
* Project description for the research stay abroad (academic purpose, planned activities, reasons for the choice of host institution, publication plans (if relevant), expected academic gains of the research stay)

I confirm that I am familiar with the guidelines for the mobility grant and Guidelines for travel expenses settlement.

I confirm that I am familiar with that any surplus funds must be repaid to HVL through salary deductions.

Place and date Signature applicant