

## Application form Individual Career Planning Grant

*This application form consists of four parts. In Part A you fill out the details of the next step in your career and the activities required to make this next step including a time planning. In Part B you describe what the impact of the activities in Part A will be on your future career prospects. Part C contains an estimated budget of the planned activities. Finally, Part D contains your CV*

*When writing your proposal, please take into account that it will be assessed by the professional(s) of the networking session as well as training committee with less background on your ideas.*

*Please adhere to the following rules when filling out this application form:*

- *Remove the examples and comments (in italic and blue) before converting the application to PDF and submitting it*
- *Use the Calibri font at font size 10 and do not change the margins (2.5 cm in either direction)*
- *Parts A, B and C should fit on maximum 2 pages including schemes, tables and figures if any*
- *Part D should start on a new page and should fit on 1 page*

### A. Plan

#### A.1 Next career step and motivation

*Describe in maximum 250 words what your potential next career step is including motivation why you think this fits you.*

#### A.2 Plan and motivation

*Outline in maximum 500 words what kind of activities you need to make the next step in your career including the motivation why you need these activities to make this next step.*

### B. Impact

*Describe in maximum 250 words how the planned activities can enhance your future career prospects*

### C. Timeline and Budget

#### C.1 Timeline

*Give a schematic representation of the timeline of the planned actions.*

#### C.2 Budget

*Give an estimated budget of the planned activities, preferably in table form.*

*For example:*

Purpose	Dates	Organization	Costs in €
<b>Project management course</b>	xx-yy-zzzz till xx-yy-zzzz	Give the name of the organization	€ xxxx,-
<b>Travel from xx to yy</b>	xx-yy-zzzz till xx-yy-zzzz	n.a.	€ xxxx,-
<b>Accommodation</b>	xx-yy-zzzz till xx-yy-zzzz	n.a.	€ xxxx,-
		<b>Total costs</b>	<b>€ xxxx,-</b>

## D. CV

*Maximum 1 page*

### D.1 Personal information

Name:

Address:

Email:

Nationality:

### D.2 Experience & Education

#### Professional Experience

*List the most important experiences in reverse chronological order*

#### Education

*List the most important education and training in reverse chronological order*

The CV should also include information on:

- Publications, if any
- **Presentations** (Poster/oral)
- Organisation of International conferences/meeting/scientific activities
- Examples of participation in industrial innovation, if any.
- Prizes and Awards.
- **Funding** received so far.
- Supervising and mentoring activities
- Additional experience relevant for the career path that you envisage

