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**Conference Travel Support for Scientists, Technicians, and Engineers**

**who specialize in CBRNE sector**

**Application Checklist**

***Please use this checklist to ensure that your application is complete and contains all the required documentation.***

***Please note that your application will not be reviewed unless all application sections are complete, and all documents are submitted.***

**Instruction:** Applications may be completed in either English or Ukrainian. (English preferred, but not required.)

**Application completeness:**

☐ A. Applicant Information

☐ B. Conference Details and Outline of Travel Expenses

☐ C. Previous CRDF Global Funding (if any)

☐ D. Statement of Purpose

☐ E. Curriculum Vitae (CV)

☐ F. Supporting Documentation – i.e. institutional support documents, list of publications, etc.

**A. Please include applicant information** (i.e. personresponsible for submitting application)**:**

|  |  |
| --- | --- |
| Position: |  |
| First Name (as in passport): |  |
| Last Name (as in passport): |  |
| Country of Citizenship: |  |
| Name of Applicant's Institution: |  |
| Division or Department: |  |
| Date of Birth: |  |
| Passport number or national ID number: |  |
| Address: |  |
| Applicant's Contact Information | |
| Phone Number: |  |
| Fax Number: |  |
| Email and Website: |  |

**B. Conference Information**

|  |  |
| --- | --- |
| Conference Name: |  |
| Hosting Organization: |  |
| Brief Description of Conference: |  |
| Conference Website: |  |
| Dates of Conference: |  |

**Conference Budget**

|  |  |
| --- | --- |
| Anticipated Fees: |  |
| Conference Registration Fee: |  |
| # of Meals included in Conference: |  |
| Hotel: |  |
| Airfare: |  |
| Ground Transportation (Fee Rate/Cost Formula): |  |
| Total Estimated Cost of Trip: |  |
| Requested Award Amount: |  |

**Conference Details**

|  |  |
| --- | --- |
| Are you presenting? Yes/No |  |
|  |  |
| If yes: |  |
| What type of presentation? Oral or Poster |  |
| Presentation Title: |  |
| Presentation Abstract: |  |
| Has the abstract been accepted? Yes / No |  |

**C. Previous CRDF Global funding**

* **Has the applicant previously received funding from CRDF Global or participated in a CRDF Global training /events/grants?**

1. No
2. Yes. Number of times you received funding or participated in training: \_\_\_\_\_\_\_\_\_\_\_\_

Type and date of training/funding:

|  |
| --- |
|  |

**D. Statement of Purpose**. **Prompt I**

Please explain the perceived importance of the event within your discipline, and optionally the importance of the event in a broader context. If you had to apply or meet some kind of selectivity requirement (e.g. submitting a paper or abstract through a peer-review process), make sure to mention that. Describe the relevance of the travel to your professional development and area of study.

***\* Maximum 1500 words.***

|  |
| --- |
| *Your response:* |

**D. Statement of Purpose: Prompt II**

If you ARE traveling to present: Describe your role in the project being presented and the importance of that role at this stage in your career. Explain your contributions to the project so that someone not in your discipline can understand.

If you are NOT traveling to present: Describe the necessity for attendance at this stage in your career, and how this event will impact your professional development.

*The purpose and objectives should clearly relate to the information gap associated with the given article topic and article description provided in earlier sections.*

|  |
| --- |
| *Your response:* |

**E. Please add your Curriculum Vitae (CV) in the attachment.**

**F. Please add supporting documentation – i.e. institutional support documents, list of publications, etc.**

**Please describe how you heard about CRDF Global microgrant.**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Signature of Applicant**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**