|  |  |
| --- | --- |
| **Name (first name and last name):**  | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| **Status (Prof., PostDoc, PhD Candidate):**  | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| **BUA Institution**  |  |
| **Phone:**  | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| **E-mail:**  | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| **Partner in Oxford:** | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |

**Planned activity** (short description, 1200 characters max.):

**Goal of the planned activity:**

(e.g., third-party funding, collaborative publications or fieldwork, supervision of students, etc. – 500 characters max.)

**Benefits of the planned activity for your own research area and the OX|BER research partnership** (500 characters max.)**:**

**Expected dates of stay / travel:**

**Cost category**1**:** Travel and accommodation costs for BUA researchers

Travel and accommodation costs for non-BUA guests other costs

 **Planned amount of expenses**1, 2:

|  |  |  |  |
| --- | --- | --- | --- |
| Activity | Travel and accommodation costs for BUA researchers  | Travel and accommodation costs for non-BUA guests | Other costs (workshops, service contracts etc.) |
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**1) Travel expenses:**
Travel expenses will be reimbursed for the amount actually incurred in accordance with the German Federal Travel Expenses Act (Bundesreisekostengesetz)

**2) General note:**
The funds can only cover material expenses. Personnel costs cannot be covered. The funds have to be spent before early December.