

Request for Mobility Funding

Task leaders are to submit application

1 Description of project

Short description of the goals of the stay, including:

- how it relates to the NCCS work plan, with reference to task and relevant task activities
- how the partners will work together to achieve the goals.
- the projected impact and how the stay will provide added value to NCCS
- expected deliverables (planned deliverables in the AWP, publications, presentations, etc.)

2 Destination and time frame

The stay must be for a minimum of 1 month and up to 3 months. Longer stays are possible for extraordinary reasons, but the need for a long stay should be described in detail. Stays can be abroad or in Norway.

3 Project budget (direct costs)

Outline the direct costs (travel, lodging, visas, etc.) associated with the stay. The RCN's limits for costs related to **stays abroad** can be found [here](#). Costs for domestic stays can be negotiated. NCCS will pay for the *actual, documented costs* up to the amount requested in this application. Hours must be covered from other sources, e.g. the current NCCS task, associated project or own funding.

4 Communication plan

In addition to the requirement that there will be contributions to the NCCS Travel Blog series, please outline additional communication plans related to this stay.

5 Attachments

- Recommendation from applicant's institute
- Invitation from host, including responsible contact person
- Recommendation from Task leader (i.e. application screened and submitted to the OC by the NCCS Task leader)