USIAS FELLOWSHIP: **PROPOSAL**

[Title of the project]

**Section I: Proposal Text**

[The proposal text should be no longer than **five** A4 pages including references]

**Section II: Budget**

[Indicate in Euros the provisional budget request, using the table below (see also the help notes at the end). Lines can be added or removed according to the needs of your project. Costs are expected to be proportionate and reasonable in relation to the project content and duration. Please provide **detailed explanations** **and relevant information** so that the intended use of the budget is clear. Notes can be provided in the budget table, or below, as long as it is clear which item they refer to.]

|  |  |  |
| --- | --- | --- |
| **Item** | **Total Cost** | **Detailed notes** |
|   |   |  |
| **Recruitment** |  |  |
| Post-doc (x months) | 0 € |  |
|   | 0 € |  |
|   |   |  |
| **Reimbursement of salary**  |  | *external applicants only* |
|   | 0 € |  |
|   | 0 € |  |
|   |   |  |
| **Teaching dispensation**  |  | *internal applicants only* |
| 2025/2026 (x hours \* 91€) | 0 € |  |
| 2026/2027 (x hours \* 91€) | 0 € |  |
|   |   |  |
| **Other** |  |  |
| Consumables | 0 € |  |
| Dissemination | 0 € |  |
| Equipment | 0 € |  |
| Events | 0 € |  |
| Travel | 0 € |  |
|   | 0 € |  |
|   |   |  |
| **TOTAL** | **0 €** |  |
|  |  |  |

**Budget help notes for applicants (please do not include this page in the final proposal document that you submit)**:

**Recruitment**: Indicate position (post-doc, research assistant, etc.) and expected duration of contract. Refer to ‘Guidelines for applicant’ for costs.

**Reimbursment of salary** (external applicants only): Refer to ‘Guidelines for applicant’ for more information concerning the partial reimbursement of salary. Please check with your administration, so as to provide a realistic estimate (i.e. full cost charged to the employer, including social charges) as a baseline. A living costs complement not exceeding 2 500 € per month may be requested only if the fellowship would take place during unpaid leave, or if the salary from the home institution would not be sufficient to cover living costs in Strasbourg. No stipend is associated with the Fellowship.

**Teaching dispensation**(internal applicants only): max. 50 % of full teaching load of 192 hours – e.g. up to 96 hours - per academic year at the rate of 91€/h.

**Consumables**: Describe the type of consumables (e.g. reagents, gloves, books…) that will be required for the project in general. For the more expensive items, please provide an estimate of the cost, e.g. mouse-breeding services (20k€).

* **Dissemination**: E.g. publications, translations. Open-access publications that do not involve costs should be preferred insofar as possible.

**Equipment**: Describe the type of equipment (e.g. computer, microscope…) that will be required for the project in general. For the more expensive items, please provide an estimate of the cost.

* **Events**: This line concerns events that you will organise as part of the project, e.g. conferences, workshops, etc. Please specify the intended duration of the event, its size (e.g. 50 participants), and type of costs (travel and accommodation for X speakers, x meals, etc.)
* **Travel**: This line is for your travel e.g. to events, or between Strasbourg and home institute, allowable costs include flight/train tickets, accommodation, meals. For external applicants, it can include the travel costs for partner/children if they move to Strasbourg for the duration of the Fellowship, as well as costs pertaining to health insurance.

**Total costs**: The total amount requested should be the same as that indicated on the application form. It cannot exceed 180 k€. Costs are expected to be proportionate and reasonable in relation to the project content and duration. Costs (or cost components) that cannot be justified or are out of proportion may be cut or reduced by USIAS.