

**Application Form**

**for an EELISA Research Retreat in 2025**

**1. About the applicant (compulsory)**

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| --- | --- |
| Title/First name/Last name: |  |
| Faculty, Institute, and Chair: |  |
| Position at FAU (e.g. „wiss. Mitarbeiter“, „Akad. Rat“, Full Professor, etc.) |  |
| Telephone: |  |
| Email address: |  |
| Short biography: |  |

**2. About the EELISA research retreat (compulsory)**

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| --- | --- |
| Title of the EELISA research retreat: |  |
| Short description of the EELISA research retreat: |  |
| Motivation for the EELISA research retreat: |  |
| Duration (1, 2, or 3 days) |  |
| Tentative date: |  |
| Expected number of participants: |  |
| From which institutions or universities are participants expected? |  |
| At least one researcher from an EELISA partner institution who will participate (first name, last name, position, EELISA institution, email address): |  |
| Expected location of the EELISA research retreat: |  |

**3. Planned budget for the EELISA research retreat (compulsory)**

*Please estimate the cost of your EELISA research retreat, taking into account that the cost of workshop materials can be estimated at €20 per person, the cost of catering can be estimated up to a maximum of €80 per person per day (see the “Bewirtungsrichtlinie”* [*https://www.intern.fau.de/haushalt-und-finanzen/haushaltswesen/haushaltsrecht/*](https://www.intern.fau.de/haushalt-und-finanzen/haushaltswesen/haushaltsrecht/)*), and the cost of room rental can be estimated at approximately €1,000 for three days. The maximum budget that can be applied for is €6,000. The total budget for all EELISA research retreats to be funded under this call is €18,000. We plan to fund six EELISA research retreats with an average budget of €3,000 per retreat.*

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| Cost of workshop materials (flip charts, writing pads, moderation material, etc.): |  |
| Cost of catering: |  |
| Cost of room rental (e. g. Villa Jordan, Fraunhofer Forschungscampus Waischenfeld, etc.): |  |
| Estimated total cost: |  |