**UUKi UK – France Science, Innovation and Technology researcher mobility scheme application form**

**This form is for information only. Please complete and submit the online application form, available at: https://forms.office.com/e/BnZnB6SMX7**

**1) Applicant details**

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| --- | --- |
| **1. Lead Higher Education Institution (UK): Name** |  |
| **2. Lead applicant: Full name** |  |
| **3. Lead applicant: Role** |  |
| **4. Lead applicant: Email address** |  |
| **5. Lead applicant: Research profile (200 words)**  Please provide a summary of your own research profile |  |
| **6. Administrative contact: Name**  Along with the Lead applicant, this person will be UUKi's main point of contact throughout the project |  |
| **7. Administrative contact: Email address** |  |
| **9. Is this a new or existing partnership?**  Please note the requirement that one person as part of the application must spend 3 months on mobility | **New**  **Existing** |
| **9. Partner organisation: Name**  Please indicate the name of your partner organisation |  |
| **10. Partner organisation: Type**  eg. Higher education, institute, company |  |
| **11. Lead partner contact: Name**  Key contact at partner involved in the coordination of the incoming researchers from the UK |  |
| **12. Lead partner contact: research profile (200 words)**  Profile of Lead contact at partner organisation |  |
| **13. Has your partner been awarded funding through the** [**Sophie Germain**](https://uk.ambafrance.org/Launch-of-the-call-for-projects-under-the-Sophie-Germain-Funding-Scheme) **scheme?** |  |

**2) Proposal overview**

|  |  |
| --- | --- |
| **14. Project title (max 12 words)**  Please provide a brief title appropriate for use in external communications |  |
| **15. Project summary (300 words max)**  Please summarise the main aims of the project and activities of the researchers (including research-related staff if applicable) |  |
| **16. Total number of researchers (and research-related staff) included in this project application (maximum of 3)** |  |
| **17. Total number of mobility months applied for**  Total number of researchers (and research-related staff) multiplied by total number of months of mobility applied for (you can apply for a maximum of 8 months in total across 3 researchers/research-related staff) |  |

**3) Proposal**

|  |  |
| --- | --- |
| **18. Strategic Partnership fit**  **Max 400 words** | * Please describe the existing or proposed new partnership/collaboration between your institution and the partner organisation and your mutual complementary expertise. * Please describe the strategic importance of both - the existing or new partnership and the proposed research and innovation areas - to your institution. * Why is this the best organisation to partner with for this project? |
| **19. Project fit**  **Max 400 words** | * Please describe the aim of the project and the specific objectives in relation to the call priorities. * Please outline the projects’ focus on any of the four key priority areas (energy transition and hydrogen, Space and Earth observation, artificial intelligence including ethics and research security) and how it supports UK-wide research and innovation priorities. * Please explain how the mobility will advance the researchers' skills in research, innovation and international partnership. * Describe how your proposed project aligns with Horizon Europe or other international collaborative programme’s priorities and how it will be suitable for submission to a specific call. |
| **20. Sustainability and impact**  **Max 400 words** | * Please explain how this project will advance an existing or aid the development of a new partnership and outline any long-term plans to ensure it is sustainable beyond the project end date. * How will this project support your institution's research/innovation strategy and strategic priorities more widely? |
| **21. Operational capacity and cost effectiveness**  **Max 400 words** | * Please provide an overview of the steps that will be taken and methodology employed to manage this award and achieve the objectives. * Please describe how the researchers (and research-related staff) will be integrated into the partner organisation, including any academic, technical, research or business management support they will receive and any training and professional development opportunities that may be made available, especially in research and innovation. * Please justify how the proposed mobilities (number, duration) are necessary/adequate for the project. |
| **22. Equality, Diversity and Inclusion (EDI) statement**  **Max. 500 words** | Please consider EDI in the following contexts and please tailor according to your project, team and otherwise. If not relevant, please explain why.  Team, institution and mobility   * Lead applicant and the team undertaking mobilities: is the team diverse, is there good gender balance, are there any reasonable adjustments that might be required to support team members or any widening access steps that you might take, *etc*. * Lead UK HE institutions’ practices and commitment to EDI: including minimum standards, practical needs, dealing with any potential risks associated with non-compliance, and similar. * How will you ensure that EDI is supported by the partner organisation during mobility.   Project, innovation, training, skills development   * Excellence in R&I requires a gender responsive component to be integrated into project design and delivery. * R&I outputs, related tools and best practices are developed with EDI principles fully integrated creating outputs that more inclusive and applicable for wider use. * How will training and innovation skills development contribute towards EDI principles.   To help with addressing EDI (including gender) please refer to this [Gender Equality Framework](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/989934/research-innovation-oda-gender-equality.pdf). |
| **23. Gender Project Action Plan** | If successful, I confirm that I, as the Lead applicant, will develop a ‘Gender Project Action Plan’, to be submitted as part of the reporting requirements.  Yes |

**4) Submission**

**24.** **By submitting this application, I confirm that the information provided is complete and accurate, and I have read, understood and accept all terms contained in the following documents provided for the application and award of the UUKi UK-France Innovation and technology researcher mobility scheme. Subsequent discovery of any deliberate misrepresentation and failure to meet the deadline will automatically render the application null and void.**

Please select all options in order to proceed

* Call guidelines (including any specific terms and eligibility criteria within)
* Selection criteria

**25. By choosing to submit your application, you agree to the processing of your personal data by UUK for application purposes, as set out in the Call guidelines.**

Yes

**26. I confirm that the programme of work set out in this application can be implemented and delivered to the established timetable, with mobilities taking place between 1 April 2025 – 31 January 2026.**

Yes

**27.** **Total budget requested**

Upon submission of this form, I agree to email [uk-france-grants@international.ac.uk](mailto:uk-france-grants@international.ac.uk) the completed UK – France Innovation and Technology researcher mobility scheme budget spreadsheet available for download from: <https://www.universitiesuk.ac.uk/sites/default/files/field/downloads/2024-11/UK%20France%20mobility%20-%20budget%20template%20%281%29.xlsx> to confirm total budget requested. I understand that my application will not be considered unless both application form and budget spreadsheet have been submitted.

Yes

**28. I agree that I have read and am familiar with the Paris Agreement Framework (**[The Paris Agreement | UNFCCC**):**](https://unfccc.int/process-and-meetings/the-paris-agreement)

Yes

**29. I agree that I have read and am familiar with Trusted Research principles for International research security (**[[Trusted Research | NPSA](https://www.npsa.gov.uk/trusted-research)**)**](https://www.npsa.gov.uk/system/files/6.8537_npsa_tr_evaluation-framework_v5_final_web2_0.pdf)[**:**](https://unfccc.int/process-and-meetings/the-paris-agreement)

Yes

**30. Authorisation**

As the Lead Applicant I confirm that I have obtained all the necessary institutional approvals to submit the application on behalf of Lead HE Institution (UK) and partner organisation. If this is found to not be the case, it will automatically render the application null and void.

Yes

**31. Name and email address of authorising individual from the Lead HEI**

Please provide the key details of the person responsible for authorising this application and who will sign the offer of award letter, as per your institutional processes. It is the Lead applicant’s responsibility to ensure that they have obtained any permissions necessary in advance of the call deadline.

Thank you for your application to the UK-France innovation and technology researcher mobility scheme. Your application has been received.

Please ensure that you have also emailed [uk-france-grants@international.ac.uk](mailto:uk-france-grants@international.ac.uk) with your completed budget spreadsheet.

We will notify you of the outcome of your application in Feb 2025.

Best wishes,

Strategic Partnerships Team, UUKi