

**Application for Santander Mobility Grant 2017/18**

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| --- | --- | --- | --- | --- |
| Name |  | | | |
| Contact e-mail |  | | | |
| Faculty |  | | | |
| Department/Subject Area |  | | | |
| Partner Institution1 |  | | | |
| Name of host academic |  | |  | |
| Proposed dates of training | From: | | To: | |
| Proposed travel dates | Out: | | Return: | |
| Number of visiting days |  | | | |
| Proposed research activity2 |  | | | |
| Additional duties to be carried out during visit3 |  | | | |
| Approval by line manager | Name: | | | |
| Approval by AD (International) | Name | Date | | Signature |
| Is this your first staff mobility visit | Yes | | No | |

Please complete the form fully, including as much detail as possible. If you do not yet know the dates on which you will be travelling/training, please try and indicate during which month(s) this will take place.

You will need to have obtained authorisation to travel firstly from your line manager, as your duties will need to be covered in your absence, then from the relevant Associate Dean (International) as any travel expenses not covered by the Santander grant will need to be covered by other means.

Santander grants are a one-time £1,000 payment to be utilised to cover any expenses that the traveller may deem reasonable during his/her mobility.

All travel will be organised by the official university travel process.

There is no rule as to length of travel.

1The partner institution must be a member of the Santander Universities Group. For a full list of partners please click [here](http://www.santander.com/csgs/Satellite?appID=santander.wc.CFWCSancomQP01&c=GSInformacion&canal=CSCORP&cid=1278679137354&empr=CFWCSancomQP01&leng=en_GB&pagename=CFWCSancomQP01%2FGSInformacion%2FCFQP01_GSInformacionDetalleSimple_PT08http://www.santander.com/csgs/Satellite?appID=santander.wc.CFWCSancomQP01&c=GSInformacion&canal=CSCORP&cid=1278679137354&empr=CFWCSancomQP01&leng=en_GB&pagename=CFWCSancomQP01%2FGSInformacion%2FCFQP01_GSInformacionDetalleSimple_PT08).

2Proposed research plan – this should include details of the research to be carried out during the visit: Topic or area of research, name of academic(s) who will supervise or facilitate the stay, etc.

2Additional duties to be carried out – this should include details of any student visits, meetings with existing partners to extend the range of mobilities and departments, development of combined study/work placements, development of joint funding bids, etc.

Deadline for applications: 30 November, 2017

Deadline for travel: 30 September, 2018

**Once completed, please arrange for the form to be signed off by your Line Manager and returned electronically to** [**fc.santanderscholarships@northumbria.ac.uk**](mailto:fc.santanderscholarships@northumbria.ac.uk)