# **NOTES**

# **Data Protection**

The Cultural and Education Section of the British Embassy in Moscow will use the information below for the administration of the selection process for travel grant scheme for early career researches.

By giving us information about yourself, you consent to us using this information where necessary for this purpose.

By giving us sensitive information about yourself, you consent to us sharing that information where necessary with other bodies involved in the delivery of the project. Under the UK Data Protection Act 1998 and the Russian Federal Law on Personal Data No 152-FZ (2006, amendments 2015), you have the right to ask for a copy of the information we hold on you and the right to ask us to correct any inaccuracies in this information.

**Please complete and return to** [**futurescience.ukrussia@gmail.com**](mailto:futurescience.ukrussia@gmail.com) **by 23:59 on 13 April 2020**

**HOW TO COMPLETE THIS FORM**

## 

## **SECTION 1 – PERSONAL DATA**

It is important that this section is completed in full. We need to know where you live and how to contact you.

## 

## **SECTION 2 – PROFESSIONAL BACKGROUND**

Please fill in this section carefully – we will not read separate CV sheets attached to the application. We reserve the right to make business enquiries and searches of public records to verify the information that you have provided. You must ensure that all information provided is up-to-date and accurate.

## 

## **SECTION 3 - INTEREST IN TRAVEL GRANT PROGRAMME**

Your responses to these questions will be the key area upon which we select successful candidates for the grant. We recommend that you take time to think about your answers to these questions. You must ensure that all information provided is up-to-date and accurate.

## 

## **SECTION 4 – KEEPING IN TOUCH**

## 

## **SECTION 5 –COMMITMENT TO SCHEDULE**

Please read through this section carefully and check that you will be able to make the necessary arrangements to ensure all required documents are timely submitted.

## 

## **SECTION 6 – DECLARATION**

You must date and sign the declaration (typing your name/surname at the bottom of the last page will be considered a signature).

The Cultural and Education Section of the British Embassy in Moscow will conduct the selection process in line with equality and diversity policies.

|  |  |
| --- | --- |
| **SECTION 1 – PERSONAL DATA** | |
| **Name and surname** |  |
| **Date of birth (dd/mm/yy)** |  |
| **City and Country** |  |
| **Mobile phone** |  |
| **E-mail address** |  |
| **Organisation** |  |
| **Current position** |  |
| **Level of English (Elementary, Intermediate, Upper-intermediate, Advanced)** |  |

|  |
| --- |
| **SECTION 2 – PROFESSIONAL BACKGROUND** |
| **Please write a brief professional profile in the space provided below. This should be a summary of your key professional achievements, including professional studies, research projects and work experience. Please also mention your past and current international projects. (AT LEAST 200-250 words)** |
|  |

|  |
| --- |
| **SECTION 3 – INTEREST IN TRAVEL GRANT PROGRAMME** |
| **3.1 Please give details of what sort of opportunities, project, research or short courses you could be undertaking? Please also include intended dates of travel, country information (address or location), main contacts. (AT LEAST 200-250 words)** |
|  |
| **3.2. Please make a statement below on how your participation in the intended activity will benefit your professional development? How would you apply the skills and knowledge gained in your work? (AT LEAST 200-250 words)** |
|  |
| **3.3. Please provide an estimated cost, in sterling, related to your travel:** |
| Travel & Visa: £  Accommodation: £  Other Expenses: £  Total: £  Bursary amount requested (£2000 max) £  Amount expected from other sources £ |

|  |  |
| --- | --- |
| **SECTION 4 – KEEPING IN TOUCH** | |
| **How did you find out about this opportunity?** |  |
| **Would you like to receive occasional updates from the Cultural and Education section about our activities?** | YES/NO |
| **SECTION 5 – COMMITMENT TO SCHEDULE** | |
| **Successful applicants will implement their activity or project and submit a summary and a financial report to the Cultural and Education Section of the British Embassy in Moscow within 30 days upon return to Russia but no later than 30 February 2021.**  **Please submit your application ONLY IF you can commit to the schedule specified above.** | |
| **SECTION 6 – DECLARATION (Please type in your name below to confirm)** | |
| **Name** (first name/family name)**:** **Date** (dd/mm/yy)**:** |  |