**UK Southeast Asia Knowledge Partnership**

**COLLABORATIVE DEVELOPMENT AWARD APPLICATION FORM**

**1. Applicant Details**

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| Name: | | Position Held: | |
| Department: | | | |
| Institution: | | | |
| Address: | | | |
| E-Mail: | Telephone: | | Fax: |

**2. Proposed Organisation(s) to Visit**

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| --- | --- |
| Name: | Area of Proposed Collaboration: |
| Department: |
| Institution: |

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| Name: | Area of Proposed Collaboration: |
| Department: |
| Institution: |

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| Name: | Area of Proposed Collaboration: |
| Department: |
| Institution: |

**3. Summary of Contacts or Links with the proposed Host Organisation(s)**Please attach invitation(s) from hosts when you submit your application

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**4. Action Plan**Give details of the main activities, including timetable, foreseen under the award, including proposed timing of visit(s), and proposed submissions to funding bodies for future research collaborations with partners arising from this award.

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**5. Finance**Funding requested (max £2,000 per person). Please include any contributions from other sources. Please note that funding will be restricted to economy class flights, hotel, subsistence and standard class travel in UK.

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**6. Recent Activities**Please include a brief summary of your recent activities within this research field (papers, patents, grants, etc).

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| Signature of Applicant: | Date: |
| Signature of Head of Department or Immediate Manager: | Date: |

Please send the completed form by e-mail to the Southeast Asia Science and Innovation team at [SEAsiaSI@fco.gov.uk](mailto:SEAsiaSI@fco.gov.uk) by 23rd August 2013.