*(Please use Calibri pt 11 throughout the document, pt 9 for citations. Do NOT change margins.)*

**Thematic Area of the Proposal**

**Title of Proposal** *(in English)*:

**Titel des Antrages** *(in German)*:

**Acronym** *(should be brief)*:

**Proposed venue and date**:

**Summary** *(max. 1000 characters)*

Indian Coordinator

|  |
| --- |
| Institution: |
| Department/Division: |
| Complete Address: |
| Post Code, City: |
| Head of Project: |
| E-Mail: Phone: |
| Homepage: |

German Coordinator

|  |
| --- |
| Company: |
| Department/Division: |
| Complete Address: |
| Post Code, City: |
| Head of Project: |
| E-Mail: Phone: |
| Homepage: |

**Only ONE Coordinator from each country, co-Coordinators NOT ALLOWED.**

**Signatures[[1]](#footnote-1)**

**Indian Coordinator German Coordinator**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Name, Date) (Name, Date)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Seal of Institution) (Seal of Institution)

**Proposal**

1. Background, concept and purpose in detail (maximum 2 pages)
2. Specific need for the bilateral event, its relevance and mutual benefits (max. 1 page)

**Annexures**

1. Expected Indian and German participants with affiliation (expected list may be more than actual participation)
2. Preliminary technical agenda / sessions listing proposed speakers
3. Financial Overview
4. CV of both Coordinators (please use attached format)

**The overall number of invited participants should be 30 (appx.). Students and young researchers from the hosting institution may attend the workshop programme.**

**Indian Participants**

|  |  |  |
| --- | --- | --- |
| No. | Name | Affiliation |
| 1 |  |  |
| 2 |  |  |
| 3 |  |  |
| 4 |  |  |
| 5 |  |  |
| 6 |  |  |
| 7 |  |  |
| 8 |  |  |
| 9 |  |  |
| 10 |  |  |
| 11 |  |  |
| 12 |  |  |
| 13 |  |  |
| 14 |  |  |
| 15 |  |  |

**German Participants**

|  |  |  |
| --- | --- | --- |
| No. | Name | Affiliation |
| 1 |  |  |
| 2 |  |  |
| 3 |  |  |
| 4 |  |  |
| 5 |  |  |
| 6 |  |  |
| 7 |  |  |
| 8 |  |  |
| 9 |  |  |
| 10 |  |  |
| 11 |  |  |
| 12 |  |  |
| 13 |  |  |
| 14 |  |  |
| 15 |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Head** | **Unit Cost** | **Number** | **Total** |
| **Travel** |  |  |  |
| International Airfare  (Travel from home to Venue and back / incl. Visa and medical insurance\*)  \*Indian participants only |  |  |  |
| Domestic Travel |  |  |  |
| Local Transport |  |  |  |
| **Accommodation** |  |  |  |
| Hotel / Guest House (incl. breakfast) |  |  |  |
| **Catering** |  |  |  |
| Official Dinner (only one) |  |  |  |
| Day rate for the meeting (lunch buffet / coffee break) |  |  |  |
| **Other** |  |  |  |
| Printing |  |  |  |
| Technical equipment |  |  |  |
| Other (please specify) |  |  |  |
| **TOTAL** |  |  |  |
| Total funding requested from IGSTC |  |  |  |
| Funding from other sources / own contribution |  |  |  |

Please use EURO throughout the table if the workshop will take place in Germany

Please use lakh INR throughout the table if the workshop will take place in India

|  |  |
| --- | --- |
| **Name** |  |
| **Actual Position** |  |
| **Address** |  |

**Educational Qualification** *(add more lines if needed)*

|  |  |  |  |
| --- | --- | --- | --- |
| **Institution** | **Specialization** | **Degree** | **Year** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**Employment Experience** *(add more lines if needed)*

|  |  |  |
| --- | --- | --- |
| **Organization** | **Position** | **Year** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**Publications / Patents**

1. Relevant to the project – only 5
2. Best in last five years – only 5

1. *Signatures may be provided on separate sheets. Scanned copies would also be sufficient.* [↑](#footnote-ref-1)