**Conference**: Name of the conference, city, country, date

**Applicant**: **Name**

Affiliation

**PhD Project Title**:

**Year of PhD**:

**Main supervisor**: Name

Affiliation

**Date of submission of the proposal**:

**Total number of proposals submitted to GLOMAR (including the present)**:

**Contribution**: Oral presentation / Poster / PICO presentation

**1. Description of the PhD Project**

300 words

**2. Relevance**

300 words

**3. Travel and cost plan**

Conference web site:

Conference dates:

Date of departure:

Date of return:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Cost item** | **Unit** | **Cost in [foreign currency]** | **Cost in EUR** | **Comment** |
|  |  |  |  |  |
|  |  |  |  |  |
| **Total:** |  |  |  |  |

Currency conversion: <http://www.oanda.com/currency/converter/> ; date

**4. Funding gap**

By submitting this funding proposal to GLOMAR I confirm that I have informed my supervisor that GLOMAR can provide funding only up to a maximum of 75% of the total sum that has been asked for in this proposal. The funding gap, i.e. the remaining 25% or more that cannot be covered by GLOMAR, may need to be provided by the supervisor – unless I succeed in receiving funding from another source.

**5. Annexe**

(1) Submitted abstract

(2) …

(3) …

**6. Additional Explanations**

**Examples of a cost plan *– please delete after reading***

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Cost item** | **Unit** | **Cost in CNY** | **Cost in EUR** | **Comment** |
| Flight Bremen – Shanghai | return |  | 950 |  |
| Transport airport - hotel | return | 50 | 8 | Bus provided by host |
| Conference Fee |  | 3,500 | 519 |  |
| Accommodation for 5 nights | 500 CNY / night | 2,500 | 375 |  |
| Daily allowance for 7 days | 35 EUR / day |  | 245 |  |
| **Total:** |  |  | **2097** |  |

Currency conversion: <http://www.oanda.com/currency/converter/> ; 08.07.2015

|  |  |  |  |
| --- | --- | --- | --- |
| **Cost item** | **Unit** | **Cost in EUR** | **Comment** |
| Train Bremen - Hamburg | return | 48 | Day pass for public transport in Lower Saxony and Hamburg |
| Conference Fee for 2 days | 30 EUR / day | 60 | day pass |
| Accommodation for 1 night | 80 EUR / night | 80 | Breakfast included |
| Daily allowance for 2 days | 24 EUR / day | 44 | – 20% for 2nd day |
| **Total:** |  | **232** |  |