International staff exchange in emerging technologies 2024

**NOTE: Texts written in red italics are only for support and should be removed before the document is submitted to Vinnova. The maximum allowed number of pages are 6.**

# Type of exchange

Swedish employee visiting organization in*: ………………………….*(Brazil, France, India, Israel, Japan, Canada, Korea, Singapore, UK, Germany, USA)

*or*

Expert from ………………………………………………… visiting Sweden

# Staff exchange person

Describe the person who will do the staff exchange - his/her experience and areas of expertise:

|  |  |
| --- | --- |
| Personal data |  |
| Name and gender |  |
| Year of birth |  |
| Role in project |  |
| Organization |  |
| Position at organization |  |
| E-mail |  |
| Engagement in the project | % of full time |

|  |  |
| --- | --- |
| Relevant qualifications and experiences | |
| Time/period: | Degree, Working experiences, Positions … |
|  |  |
|  |  |
|  |  |
|  |  |

*Motivate why this person is suitable for staff exchange:*

*…………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………*

# Swedish organization

|  |  |
| --- | --- |
| Name of contact person |  |
| Organization |  |
| Mail address |  |
| Phone |  |

Describe the Swedish organization briefly:

* Type of organisation, company or research organisation
* What are the areas of research or business?
* Describe the organisation’s strategy for emtech?
* Number of employees?
* Number of employees working with emtech?
* Number of persons that will be involved in this work?
* *Other relevant information*

*…………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………*

# Foreign organization

|  |  |
| --- | --- |
| Name of contact person |  |
| Organization |  |
| Mail address |  |
| Phone |  |

Describe the foreign organization briefly:

* Type of organisation, company or research organisation?
* What are the areas of research or business?
* Number of employees?
* Number of employees working with emtech?
* Number of persons that will be involved in this work?
* *Other relevant information*

*…………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………*

# Goals for the staff exchange

**Please describe the project with regards to the following aspects (from the call text, chapter 7):**

* Knowledge transfer for the applicant organization.
* Long-term collaboration between the countries and organizations.
* Knowledge transfer beyond the involved organizations.
* Positive impact on the global goals outlined in Agenda 2030, with a particular focus on Goal 17, where applicants should explain how their project enhances sustainable and lasting collaborations and relationships through personnel exchange.
* Relevant thematic expertise within the project team and the person participating in the exchange.
* ……………………………………………………………………………………………………………………………………………………………

# Project/work tasks

|  |  |
| --- | --- |
| Start date of staff exchange: |  |
| End date of staff exchange: |  |

Describe the tasks the visiting person will do. Will he/she be involved in a R&D project? Describe the project briefly. Max 200 words.

…………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………

# Important persons

Describe the persons for the staff exchange: Who are important for knowledge transfers and for future cooperation. **Describe 2-4 key persons.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Name and gender |  | | Year of birth |  |
| Role in project | |  | | | |
| Organization, and position | |  | | | |
| Engagement in the project | | % of full time | | | |
| Why person is important | |  | | | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Name and gender |  | | Year of birth |  |
| Role in project | |  | | | |
| Organization, and position | |  | | | |
| Engagement in the project | | % of full time | | | |
| Why person is important | |  | | | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Name and gender |  | | Year of birth |  |
| Role in project | |  | | | |
| Organization, and position | |  | | | |
| Engagement in the project | | % of full time | | | |
| Why person is important | |  | | | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Name and gender |  | | Year of birth |  |
| Role in project | |  | | | |
| Organization, and position | |  | | | |
| Engagement in the project | | % of full time | | | |
| Why person is important | |  | | | |

# Ethics and gender aspects on the project

Describe ethical aspects with the project. Also, please describe the gender aspects in the project and the project team, regarding both power and involvement. If it differs from a range of 60/40, discuss the reason for that and if there is an action plan to address the difference.

…………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………

# Security aspects and feasibility

*Describe if there are any doubts regarding the viability of the project. How are you planning the feasibility of the project, considering ongoing or potential pandemic situations or other situations that may affect the project? …………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………*

# 10. Mobility

*How are you planning the feasibility of the project considering who travels where, when and how many times during the project period?*

*…………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………*

# 11. Budget

|  |  |
| --- | --- |
| **Travelling costs** | **Costs (in SEK)** |
| Name of visiting person |  |
|  |  |
| **Accommodation** |  |
| Type of accommodation (apartment, rental house, hotel) |  |
| **Additional costs** |  |
| Specify other direct costs due to the exchange you apply for. This could be for example: cost for visa, insurance. |  |
|  |  |
|  |  |
| **Total (SEK)** |  |

## Comments to budget

Describe and motivate accommodation and additional costs.

………………………………………………………………………………………………………………………………………………………………………………………………