Charles University
4EU+ Student Mini-Grants 2025

Application Form

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* Required

Identification of the Applicant

1. Project leader at CU *

[   ]

2. Email address *

[   ]

Please enter an email

3. Faculty *

[   ]

4. CU ID *

"UKČO" to be found in SIS or on ISIC

[   ]

The value must be a number

5. Stage of study *

○ Bachelor studies

○ Master studies

○ PhD studies

6. Year of studies *

at the time of submitting the application

[   ]

The value must be a number

7. Do you have an employment contract at CU? *

○ Yes

○ No

Identification of the Project

8. Project title *

[   ]

9. Participating Universities *

☐ Heidelberg University

☐ Paris-Panthéon-Assas

☐ Sorbonne University

☐ University of Copenhagen

☐ University of Geneva

☐ University of Milan

☐ University of Warsaw

☐ Other

10. Type of project *

☐ Research

☐ Education

☐ Socio-cultural collaboration

☐ Other

11. Core team members at other 4EU+ universities *

indicate name, institution, department, position (academic or student)

[   ]

12. Other team members at CU *

indicate name, faculty, department, position (academic or student); if there are no other colleagues, indicate so by "N/A"

[   ]

13. Abstract of the project *

Please enter at most 500 characters

14. Aims of the project *

Please enter at most 250 characters

15. How does the project correspond with the 4EU+ Strategy 2025-2035 *
https://4euplus.eu/4EU-1001.html

Please enter at most 250 characters

16. Schedule of planned activities *
Please describe the activities that will be carried out, indicate the planned dates or at least months of the event(s).

17. Expected outputs *

Expected Budget

for the budget calculation you can download an auxiliary table availble at https://cuni.cz/UK-14286-version1-student_minigrants_2025_ok.xlsx

18. **BUDGET TOTAL (CZK)** *

sum of TRAVEL COSTS (question 19) and OTHER COSTS (question 24)
Staff costs are not eligible for students' projects.

The value must be a number

19. **TRAVEL COSTS TOTAL (CZK)** *

sum of student travels costs (question 20) and academic travels costs (question 22)

if N/A, indicate "0"

The value must be a number

20. **student travels costs total (CZK)** *

if N/A, indicate "0"

The value must be a number

21. justification of student travels costs *

For each travel scheduled, indicate number of students, destination, and number of days. For costs calculation, use the student travel tariff as explained on https://cuni.cz/UK-13891.html
If N/A, indicate "N/A"

22. **academic travels total (CZK)** *

if N/A, indicate "0"

The value must be a number

23. justification of academic travels costs *

For each travel scheduled, indicate name of travelling employees, their faculty, destination, and number of days, calculation of the costs for travelling, accomodation and diets as required by law.

If N/A, indicate "N/A"

24. **OTHER COSTS TOTAL (CZK)** *

sum of scholarships (question 25), catering (question 27), material (question 29), travel costs of external persons (question 31), and other relevant costs (question 33)

if N/A, indicate "0"

The value must be a number

25. **scholarships total (CZK)** *

if N/A, indicate "0"

The value must be a number

26. justification of scholarships *

For each scholarship, indicate the name of the student and expected number of hours. The hourly rate for student support is 200 CZK.

If N/A, indicate "N/A"

27. **catering total (CZK)** *

if N/A, indicate "0"

The value must be a number

28. justification of catering *

Justify the costs expected for catering services.

If N/A, indicate "N/A"

29. **material necessary for the implementation of the project total (CZK)** *

if N/A, indicate "0"

The value must be a number

30. justification of material costs *

Justify the costs expected for material costs by the list of items and/or services to be purchased.

If N/A, indicate "N/A"

31. **travel costs of external persons (based on the Contract for reimbursement) total (CZK)** *

if N/A, indicate "0"

[   ]

The value must be a number

32. justification of travel costs of external persons *

For each person, indicate name, home destination, host destination, approximate costs for travelling and accomodation.

If N/A, indicate "N/A"

[   ]

33. **Other relevant costs not listed above total (CZK)** *

if N/A, indicate "0"

[   ]

The value must be a number

34. justification of any other relevant costs *

justify any other costs not listed above that you need for the implementation of the project.

If N/A, indicate "N/A"

[   ]

Confimations

35. I have submitted the letter of intent signed by the project partners on the email 4euplus@cuni.cz *

    ⚪ Confirm

36. I have submitted the confirmation letter provided by the faculty (faculty coordinator) on the email 4euplus@cuni.cz *

    ⚪ Confirm

37. I have submitted the filled out budget table on the email 4euplus@cuni.cz

    ⚪ Confirm

38. I have read and understand the rules for utilizing and reimbursing costs within 4EU+ projects (https://cuni.cz/UK-13891.html) and will adhere to them throughout the project implementation. I am aware of the consequences of violating the rules for utilizing and reimbursing costs under 4EU+. *

    ⚪ Confirm