**FORMAT FOR SUBMISSION OF PROPOSALS FOR TRAINING ON THE JOB**

|  |  |
| --- | --- |
| **TRAINING ON THE JOB** | |
| Name of Institute, organiser |  |
| Address of organiser |  |
| Contact person |  |
| Phone contact person |  |
| E-mail contact person |  |
| Community of users addressed |  |
| Proposed Date(s) |  |
| Venue |  |
| Title of training course |  |
| **PROPOSAL** | |
| 1. Course Objective |  |
| 1. Infrastructures involved |  |
| 1. Contents |  |
| 1. Estimation of people involved |  |
| 1. Organization and practical details |  |
| 1. Time table | *Course is planned on/Expected starting date:* |
| *Deadline for request of participation:* |
| Budget outline | *Costs must expressed in EURO* |
| Own Contribution |  |
| Funding from other sources |  |
| Total own sources |  |
| Amount expected from RISIS |  |