

**Annual ICMS conference 1st – 7th September 2019
International Conference Centre, Kyoto, Japan**

ICMS GRANT APPLICATION FORM

The International Committee for Museum Security (ICMS) is able to offer a limited number of bursaries to museum professionals from low GDP countries in Africa, Asia and the Pacific, Latin America and Central and Eastern Europe to attend the annual conference of ICMS "Museum as Cultural Hubs: The Future of Tradition" from 1st – 7th September 2019 in Kyoto, Japan.

Criteria:

- Applicants must be qualified museum professionals and must be currently employed in a museum or in a museum related institution.
- Applicants must be curators, collection managers, security officers, technicians, archivists or museum administrators with some knowledge in disaster planning.

If you wish to apply, please fill out this application form and submit the required information to the ICMS Chairperson and ICMS Secretary.

All documents should be sent in an electronic format if possible. If you are unable to send an electronic copy, please see postal address at the end of the application form.

The deadline for applying is 30th March 2019. Submissions received after this date will not be considered.

Selection procedure

Applications will be evaluated by the ICMS Board Members and applicants will be informed of the Board's decision by 1th May 2019. Within 10 days of notification of approval of a bursary, applicants must confirm their acceptance (not later than 10st May 2019). It has to be taken into account that the ICMS Grant will be paid by bank transfer after the meeting as a reimbursement for the below mentioned expenses.

NOTE: you will be required to produce detailed receipts to cover all expenses at the meeting. ICMS will then credit payment as soon as possible afterwards. Please allow up to 21 days. Kindly note that payment must be made into the account that paid the expenses. Payment will only be made following the applicants attendance at all of the sessions of the meeting. Payment will only be made for pre-approved expenses.

Name and Surname:

ICOM Number:

Country of residence:

Complete address:

Telephone number:

Mobile number:

E-mail:

(1) PROFESSIONAL QUALIFICATIONS AND EXPERIENCE

Up-to-date curriculum vitae indicating training, work experience, publications and current work responsibilities (maximum of 250 words)

PERSONAL DETAILS

Date of Birth:

Nationality:

Marital Status:

Employer:

Designation:

WORKING DETAILS

Academic Background:

Other Training:

Significant publications

Current Work Responsibilities

(2) NAME, POSITION AND CONTACT INFORMATION OF TWO REFERENCES

1)

2)

(3) FINANCIAL ESTIMATE

NOTE:

The ICMS Board will consider grants to assist participant applicants unable to participate in annual ICMS meetings due to financial reasons.

In principle the ICMS Grant will cover up to 80 % of the applicant's expenses, as they relate to conference fee, accommodation and subsistence in Kyoto from 1st – 7th September 2019, as well as travel costs (economy fare).

However, it is expected that candidates are able to seek funding in their own country, in particular to cover expenses such as insurance and visa.

In order to be eligible for the grant, you must indicate below the estimated travel costs from your home city to the venue of the ICMS conference.

Roundtrip Air Fare: _____ Euro
From city _____ to the venue of the workshop.
Travel date: Arrival: _____ Departure: _____
Airline: _____

Estimation of additional expenses

Transfer from airport: _____ Euro
Visa: _____ Euro
Other:
.....: _____ Euro
.....: _____ Euro

(4) BENEFITS OF ATTENDANCE

Please answer the following questions:

1. What are the most important reasons why you want to participate in conference?

2. Threats/Disasters (Briefly state the kind of threats/disasters that your museums have experienced in the last 20 years and how they were dealt with.

2. How do you plan to disseminate the information and knowledge gained at the workshop upon your return to your home country?

3. Have you attended other ICMS meetings or conferences? If yes, when and where?

4. Have you ever received a grant to attend an ICMS meeting/conference or other workshops? If yes, when?

5. Have you ever received a grant to attend other international conferences? If yes, when? What was the topic of the conferences?

5. Are you a member of other professional bodies/associations? If YES, which?

Please send the complete application form (preferably by e-mail) to the chair and to the Secretary of ICMS (see below).

Applications received after the deadline will not be considered.

Postal Contact: ICMS Chairperson
Anette Hansen
Security and Technical Manager
ARKEN Museum of Modern Art
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Denmark
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ICMS Secretary
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