

DISASTER PLANNING
Annual ICMS conference 17 – 19 September 2018
Kenyan National Museum, Nairobi, Kenya

ICMS GRANT APPLICATION FORM

The International Committee for Museums 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 “Disaster management” from 17 –19 September 2018 in Nairobi, Kenya.

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 National Museums of Kenya E-mail: mkinyua@museums.or.ke and 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 June 2018. 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 15th July 2018. Within 10 days of notification of approval of a bursary, applicants must confirm their acceptance (not later than 31st July 2018). It has to be taken in account that the ICMS Grant will be paid in Nairobi at the end of the meeting as a reimbursement for the below mentioned expenses.

Please note that the ICMS Grant will be paid in Nairobi host country at the end of 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. Payment will only be made following the applicants attendance at all of the sessions of the meeting.

Name and Surname:

ICOM Number:

Country of residence:

Complete address:

Telephone 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 workshop fee, accommodation and subsistence in Nairobi from 19st – 22th September 2018, 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 workshop.

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 National Museums of Kenya as mentioned on page 1 and to the Secretary of ICMS (see below).

Applications received after the deadline will not be considered.

Postal Contact: ICMS Chairperson, Anette Hansen
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Denmark
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