

# APPLICATION FOR FUNDING FOR SELF-MANAGED CULTURAL TRIPS/VISITS

## Year 2025

TO THE RECTOR  
OF THE POLITECNICO DI MILANO

The undersigned .....

- Tick one of the two boxes
- Representative of the student Group
- .....  
(name of the Group)
- Representative of the accredited Association/List
- .....  
(name of the accredited Association/List)

hereby applies for funding for the following student cultural and social activities, in the form of trips or visits, proposed for the year 2025, as per call n. 0239272 - 07/10/2024.

Destinations (in order of priority)	Expected no. of participants	Means of transport	Period (month and year)	Duration in days	Amount requested
1)					€.
2)					€.
3)					€.
4)					€.
5)					€.
6)					€.

### HEREBY DESIGNATES

the following representative and, in the event of his/her absence or impediment, the following deputy representative to represent students with the university and with third parties for all matters relating to the smooth running of said initiatives and to ensure compliance with current regulations (civil, fiscal, relating to copyright, etc.):

#### REPRESENTATIVE

Surname	Name	Student ID	Mobile
			University Email Address
Home Address	Street	Post Code	
	City	Province	

#### DEPUTY REPRESENTATIVE

Surname	Name	Student ID	Mobile
			University Email Address
Home Address	Street	Post Code	
	City	Province	

Form 1

Hereby authorises the publication of the following contact details on advertisements promoting any funded trips/visits

Email List/Ass./Group .....

Milan, .....

On behalf of the accredited List/Association/Group

.....  
(name)

.....  
(signature of the representative)

**SUMMARY**

**Steps via Microsoft Forms:**

For each trip/visit, complete a description datasheet via Microsoft Forms

For each trip/visit, upload a planned expenses (form 3) via Microsoft Forms

For each expense submitted on the plan, upload the relating quotes via Microsoft Forms

Collect the signatures from the students<sup>1</sup> who support the initiatives presented via Microsoft Forms

**To be attached to the email:**

Formal statement (form 5)<sup>1</sup>

List of initiatives funded in 2024 (form 4)<sup>2</sup>

**PLEASE NOTE:**

APPLICATIONS FOR WHICH THE REQUIRED DOCUMENTATION IS MISSING OR WHICH ARE RECEIVED AFTER THE SCHEDULED DEADLINE WILL NOT BE SUBMITTED TO THE COMMITTEE.

The personal data communicated by the Representative of the accredited Association/Group/List, pursuant to EU Regulation 679/2016 of 27 April 2016, will be processed solely for the purpose of managing the procedure for which it was released.

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<sup>1</sup> Only obligatory for the Groups and Associations **NOT** entered in the Politecnico di Milano Register of Student

Associations <sup>2</sup> Only if the accredited Association/Group/List applying for funding had already obtained funding for trips in 2024.