



## 2015 UMM Scholarships Program Application form for internships

We invite Bachelor's and Master's students enrolled at universities in the European Union to submit applications to the "University Meets Microfinance" (UMM) Scholarship Program for **ongoing\* or planned** internships in developing countries on financial inclusion topics.

**\* The internship must still be ongoing at the scholarship application deadline. Please note that internships must be completed before November 2015.**

Scholarships of up to 1500 EUR are granted to cover travel and/or accommodation expenses during the field experience.

The application shall include the following documents:

1. Job description (5 pages maximum – preferably in English, but French and Italian are accepted):
  - Description of the hosting organization and how the internship will contribute to the organization's goals and mission
  - Description of the field mission, tasks of the internship, expected outputs or results
  - Description of how the internship will contribute to the student's professional goals
  - Tentative timetable (including milestones)
  - Provisional budget for the field expenses
2. CV (2 pages maximum)
3. Application Form (Appendix I)
4. Declaration of Consent (Appendix II)
5. Declaration of Acceptance from the hosting organization supervisor (Appendix III)
6. Declaration of funding in addition to UMM (Appendix IV)

**DEADLINE: February 15<sup>th</sup>, 2015 at 23.59 GMT+1**

Applications should be sent to Gabriela Erice at [gerice@umm2.org](mailto:gerice@umm2.org)

- The documents should be sent in PDF format in 2 separate files: 1) Job description and CV (named "Application"); 2) All the appendices (named "Appendix").
- Please include email subject: UMM Scholarship application 2015

Please contact Gabriela Erice [gerice@umm2.org](mailto:gerice@umm2.org) for any questions related to the application process.

## GUIDELINES

*UMM Scholarships are granted to students aiming to conduct a field research or internship on a financial inclusion related topic.*

### Financial inclusion & Microfinance – Definition:

**Financial inclusion** is the term used to describe the evolution of microfinance into a more all-encompassing phenomenon. Defined by the [Center for Financial Inclusion](#) as "a state in which all people who can use them have access to a full suite of quality financial services, provided at affordable prices, in a convenient manner, and with dignity for the clients." Financial inclusion is characterized by its ability to reach all populations, no matter their geographic location, accessibility, or wealth.

**Microfinance** can be defined as offering adapted financial services – credit, savings, insurance and money transfer services – to poor people excluded from formal banking systems. Innovative approaches to microfinance can foster economic development and access to basic services including housing, health, education or energy (Microfinance Gateway).

### Internships – Some examples:

- [Development and implementation of a financing pilot for populations willing to acquire energy solutions in Tanzania \(EGG-energy\)](#)
- [Supporting the operations of Vision Fund Tanzania \(VFT\)](#)

## Appendix I: Application Form

<b>Name:</b>	
<b>Surname:</b>	
<b>Date of birth:</b>	
<b>Nationality (Nationalities):</b>	
<b>Street Address:</b>	
<b>City:</b>	
<b>Country:</b>	
<b>Phone:</b>	
<b>Email:</b>	

<b>University:</b>	
<b>Degree (Bachelor / Master):</b>	
<b>Faculty / field of study:</b>	
<b>Hosting organization:</b>	
<b>Hosting organization supervisor:</b>	
<b>Country of the internship:</b>	
<b>Budget requested (up to 1500 EUR):</b>	

<b>Bank Account Nr.:</b>	
<b>Account holder:</b>	
<b>Name of the bank:</b>	
<b>BLZ (in case of a German bank account):</b>	
<b>IBAN:</b>	
<b>BIC-/SWIFT-Code:</b>	
<b>Address of the bank:</b>	

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Place and Date

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Applicant Signature

## Appendix II

### Declaration of Consent

In the case that the UMM scholarship is granted I agree to deliver a 2-page report in English on my internship as well as the original boarding passes for flights and/or train tickets by November 2015. I am aware that the granted scholarship can be reclaimed in case of non-fulfillment. I am aware that 60% of the scholarship will be granted in advance and 40% will be granted after the submission of the required documents. I am generally disposed to present my experience at workshops and events organized within the UMM project.

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Place and Date

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Applicant Signature

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PlaNet Finance UMM Project Manager

## Appendix III

### **Declaration of Acceptance (Internship) and official job description (to be enclosed)**

To be printed on Company Letter Head

I confirm that I accepted to supervise the internship of:  
(Name of the student)

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This internship will be hosted by:  
(Name of the organization)

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The internship will focus on the following activities:  
(Please indicate where in the organizational structure the student will be imbedded, the tasks of the intern and planned outcomes of the internship, and how the internship will benefit the organization)

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Place and Date

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Supervisor Signature

## Appendix IV

### Declaration of funding in addition to UMM

- I declare that I have not received any other funding for the internship field mission.
- I declare to have secured funding of \_\_\_\_\_ EUR from \_\_\_\_\_ (organization 1) for the internship field mission.
- I declare to have secured funding of \_\_\_\_\_ EUR from \_\_\_\_\_ (organization 2) for the internship field mission.
- I have applied for funding of \_\_\_\_\_ EUR from \_\_\_\_\_ (organization 1) for the internship field mission but have not received an answer yet.
- I have applied for funding of \_\_\_\_\_ EUR from \_\_\_\_\_ (organization 2) for the internship field mission but have not received an answer yet.

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Place and Date

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Applicant Signature