**Europeana Network Association**

**Members Council**

**TASK FORCE PROPOSAL FORM**

*Please read the* [*Task Force Terms of Reference*](http://pro.europeana.eu/files/Europeana_Professional/Europeana_Network/tf-terms-of-reference-pro.pdf) *before filling out this form. To submit your proposal, download this form as a Word document, complete it and send it to* [*network@europeana.eu*](mailto:network@europeana.eu)*.*

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| **Submission date** |
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| **Name of the Task Force** |
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| **Task Force Chair** |
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| **Purpose of the Task Force** |
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| **Relation to** [**Business Plan**](http://pro.europeana.eu/publications)*(Task Forces should contribute to one or more of Europeana’s goals and objectives - please outline how the work of the Task Force will support this)* |
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| **Expected outcomes of the Task Force** *(at least a set of recommendations)* |
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| **Proposed dissemination plan for Task Force results** *(Task Forces are required to publish their recommendations in sector-related journals or submit them as conference papers. They are furthermore encouraged to disseminate and promote their recommendations in additional ways, such as through (Europeana Pro) blogs, circulation to stakeholders and relevant communities, Twitter campaigns, etc. Note that this work can be coordinated with the support of Europeana Office)* |
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| **Europeana Members Council representative(s)** *(required)* |
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| **Europeana Office representative** *(required)* |
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| **Other proposed members** *(please note that there is a maximum of 8 members, including the Chair, MC representative and Europeana Office representative - the remaining 2 seats will be filled through an open call to all Association Members)* |
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| **Proposed timeframe** *(start and end date - maximum duration 6 to 9 months)* |
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| **Budget needed** *(please note that the maximum amount available is € 7,500, for travel and accommodation expenses for 2 physical meetings)* |
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| **I have read and agree with the Terms of Reference** *(please state your name below)* |
| *Date:*  *Place:*  *Name:* |