



THE ICCFR TRUST'S SCHOLARSHIPS AND TRAVEL GRANTS FOR PRESENTERS AND PARTICIPANTS IN ICCFR CONFERENCES

The purpose of ICCFR Trust scholarships and grants

The ICCFR Trust's scholarships and travel grants are intended only for those who do not have the means to attend ICCFR conferences otherwise. This will principally apply to candidates from developing and cash-poor countries.

However, exceptions can be made in cases of particular need, or in the case where the ICCFR Board recommends a presenter whose contribution would especially enrich the conference work but who could not otherwise attend.

Candidates' profiles

Candidates are required to provide a CV to ICCFR and give detailed reasons why they should be sponsored to attend the conference, covering the following questions:

- What is the relevance of this conference to your work/research/study and that of your organisation/institution/service?
- How do you foresee using the knowledge and insight acquired at the conference in your work? What will the benefit be in the short and in the long-term?
- Who else will benefit from the knowledge and insights you will gain at the conference?
- How do you intend to share the knowledge and insight acquired at the conference with colleagues in your country and within your community?
- What would your contribution to the conference be?
- To what extent can you find your own funding for your participation in the conference?

The funding requirements

Depending on the candidate, some or all of the following items may be covered:

- Conference fee
- Accommodation and meals during the conference (if not included in conference fee)
- Airfare
- Visa and Travel Insurance
- Additional accommodation not included in the Conference fee
- Additional meals not included in the Conference fee
- Travel allowance to cover local transport to and from airport, and to and from the airport/train station to the Conference venue
- Conference events not included in the conference fee (such as social programme)

In some countries, long-distance airfares are considerably cheaper if the passenger stays a minimum of 7 nights. The saving on the air ticket may exceed the cost of additional accommodation and meals. Longer-staying participants would be expected to visit organisations and institutions relevant to their work.

The funding process

The Commission (ICCFR) is asked to outline the extent of the sponsorship in the case of each candidate the Board recommends, for the information of the Trustees. Once the candidates have been approved, it will be the Commission's task to allocate the scholarships and travel grants, and to deal with the payments, receipts, Visa applications and any other practical requirements involved. A detailed account including receipts will be required by the Trust within a month after the event.