**ACADEMICS IN SOLIDARITY SMALL GRANTS**

**APPLICATION FORM**

**Funding category: conference attendance**

**Date of application** Click here to enter a date.

**Applicant**

*Please, state your name, academic title, current institutional affiliation(s) and contact.  
Note: This funding category is open solely to AiS mentees. Mentees can apply for small grants in this category only if her/his paper has been accepted for presentation at a conference*

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**Conference details**

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| --- | --- |
| Title of conference |  |
| Dates |  |
| Location  (city, country) |  |

**Conference description**

*Please, provide a short description of the conference, its aims and target group (e.g. young researchers)*

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**Paper submitted for presentation**

*Please, provide details on your paper that you plan to present at conference*

|  |  |
| --- | --- |
| Title of paper |  |
| Abstract |  |

**Relevance of conference to your research and scholarly activities**

*Please, describe briefly how attending this conference will contribute to advancing your academic interests / career*

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**Budget for attending conference**

*Please, extend the tables, if needed*

Travel expenses (all costs are calculated in EUR)

*Only public transport in 2nd class can be covered. Economy class airfare can be covered only if the distance from your starting point to destination exceeds 500 km*

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| --- | --- | --- |
| **Details and itinerary** (airplane, train, bus) | **Costs per item** | **Total amount** |
|  |  |  |
|  |  |  |
| **Total travel expenses** | |  |

Accommodation (all costs are calculated in EUR)

*Hotel costs within Germany can be covered up to 70 EUR per person / per night (for exceptions see Federal Travel Expenses Law). For conferences outside Germany, special rates apply, depending on the country of destination*

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| --- | --- | --- | --- |
| **Type of accommodation** | **Number of nights** | **Costs per night** | **Total amount** |
|  |  |  |  |
|  |  |  |  |
| **Total accommodation** | | |  |

Per diem (all costs are calculated in EUR)

*Please, note that a fixed rate of 24 EUR can be paid for each full day of travel. This is subject to reduction, if free meals are provided at the hotel (e.g. breakfast) or at conference venue (co-funding from other sources). If all meals (breakfast, lunch and dinner) are covered from other sources, per diem cannot be included into this application.*

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| --- | --- | --- | --- |
| **Type of per diem** | **Number of days** | **Costs per item** | **Total amount** |
| Full day (non reduced) |  | € 24 |  |
| Half day or 1 free meal provided |  | € 12 |  |
| **Total travel expenses** | | |  |

Co-funding

*Please, indicate whether any costs, related to your conference attendance (such as participant fee), will be covered from other sources*

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| --- | --- | --- |
| **Type of costs** | **Funding organization** | **Total amount** |
|  |  |  |
|  |  |  |
| **Total co-funding** | |  |

**Total budget requested from AiS:**

*Excluding co-funding*