AuthorAID Travel Grants - 2015 (Second Set)

1. Welcome!

*** PLEASE DO NOT FILL OUT THIS FORM.
This is a PDF copy meant only for reference.
The actual application form is at https://www.surveymonkey.com/r/BKJNFK9
****

Welcome to the application form for the AuthorAID travel grant.

Eight researchers from eligible countries will receive this grant, following a competitive selection process. Each of the successful grant recipients will receive USD (US Dollar) 1500 to present their research work at an academic conference.

The application deadline is 22 July 2015 (10 PM GMT). We intend to notify the grant recipients sometime between 30 July and 7 August 2015. Please keep this in mind when you apply. If you are going to depend entirely on this travel grant to decide whether to present at a conference, you might be able to make preparations only after we announce who the grant recipients are. Following that, transferring money to the recipients may take 2 to 3 weeks.

2. About This Application

This application form consists of several pages. The first few pages have information on the grant and eligibility. The remaining pages have questions.

1. Read everything on this form carefully, and follow the instructions closely. Give yourself enough time to complete the form.

2. Respond to all questions in English.

3. Be ready to complete the form in a single session, as partial applications cannot be saved. If you cannot complete the form in one session for any reason, you can revisit the form and start a new application.

4. Please do not use the "Back" and "Forward" buttons of your browser while you work on this form. Use only the "Previous" and "Next" buttons at the bottom of every page.

All the best!

3. Conditions

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Please note the following conditions before you apply for this grant.

1. You should be a citizen of, living in, and working in an eligible developing country. List of eligible countries: http://www.authoraid.info/en/resources/details/1235/ (please copy and paste this link in your browser address bar)

2. Your proposal should have already been accepted for an oral, poster, or some other kind of presentation at a conference.

3. You should not have received any grant from AuthorAID in the past 2 years.

4. We will notify the successful grant recipients sometime between 30 July and 7 August 2015. Please make sure that you check your email regularly during this time. If you are selected as a grant recipient, you will need to accept the grant within 1 to 2 days of the notification. Otherwise, we may award the grant to another candidate.

5. If you receive any other grant while waiting for our decision, you must write to us (authoraid@inasp.info) with the details of that grant.

6. The grant is not transferable. If you are selected to receive the grant, you will not be allowed to nominate another person to receive it on your behalf for any reason.

7. If you are selected to receive the grant, you must immediately provide us evidence of your proposal having been accepted for a presentation at the conference you wish to attend (for example, an acceptance letter from the conference).

8. We will review applications only from those who wish to attend genuine conferences. We are wary of fake or questionable conferences, and you should be too. For more information, see http://www.authoraid.info/en/news/details/817/ (please copy and paste this link in your browser address bar)

9. If you receive the grant, you should agree to do the following:
- Acknowledge the grant during your presentation at the conference
- Submit a report after the conference, describing what was gained and how the knowledge will be used;
- Be willing to make a guest post about the conference on the AuthorAID blog;
- Provide a report of expenses, with receipts attached, immediately after the conference; and
- Be willing to participate in any impact assessment or case study after the conference.

*1. I agree to all of the above conditions.

- ○ Yes
- ○ No

4. Eligibility - Part 1

Please note that to be considered for this award, you must be a citizen of, living in, and working in an eligible developing country.

Only eligible developing countries are listed in the fields below.

Please note that all questions marked with an asterisk (*) are compulsory and cannot be skipped.

*2. What is your country of citizenship?

[▼]

*3. In which country do you live now?

[▼]

*4. Are you employed at a university or research institution?

- ○ Yes
- ○ No

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***5. In which country is your institution located?**

***6. Have you ever received any type of grant from AuthorAID?**

- No
- Yes

If you said yes, please give details of the grant (when you received it and what the grant was for)

***7. How many academic conferences have you attended so far?**

5. Eligibility - Part 2

***8. Has your abstract, paper, or proposal been ACCEPTED for a presentation at the conference for which you are seeking a travel grant?**

- Yes
- No, it has been rejected
- I'm waiting for a decision
- I have not submitted anything for the conference

6. Personal Details

***9. Your full name**

***10. Your gender**

- Female
- Male

***11. What is the name of the institution in which you work? Please do not use short forms or abbreviations.**

***12. Please provide the full address of your institution, including the country.**

***13. What is your job title or designation?**

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14. Your telephone number (optional)

***15. Your email address**

16. We recommend you provide an alternative email address, if you have one.

7. Conference Details

***17. What is the name of the conference you wish to attend? Present the name exactly as it appears on the conference website or promotional materials.**

***18. What is the name of the institution or society that has organised the conference? You should be able to find this information somewhere on the conference website or promotional materials.**

***19. What is the nature of the institution or society that has organised the conference?**

- University
- Research institution
- Academic publisher
- Professional society
- Non-profit organisation
- Commercial organisation
- Unclear / I don't know

***20. Please describe the conference briefly in 30 to 50 words.**

***21. Where is the conference going to be held? Please mention the city and country.**

***22. When is the conference going to be held? Please give exact dates.**

23. Is there a website for the conference? If so, please give the link.

***24. Have you registered for the conference?**

- Yes
- No

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25. What is the last date to register for the conference?

Enter the date (day, month, year) DD / MM / YYYY

8. Your Presentation

***26. What is the type of presentation you intend to give at the conference?**

- Oral
- Poster
- Other (please specify)

***27. Please paste the abstract or summary of your presentation in the box below. Do not paste your entire conference paper.**

***28. If you receive the grant, are there likely to be any difficulties in your attending the conference? (For example, visa issues, obtaining permission or leave from your institution)**

9. Impact

We are especially interested in candidates with strong potential to build local capacity in research communication. Please remember this point while you answer the question below.

The box below will not show you the word count of your response, so we suggest you type your response in word processing software (e.g., MS Word, LibreOffice, OpenOffice), check the word count, and copy-paste your response.

After you copy-paste your response, make sure that it is formatted properly inside the text box. The text box accepts only plain text formatting.

Review or proofread your response inside the text box before continuing to the next page.

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***29. Imagine that you receive the grant and attend the conference. Please describe how you will use this opportunity to create impact in your institution or region. Write about 200 to 300 words. We will reject applications with very long responses (>350 words), so please make sure you stick to the word limit (200 to 300 words).**

10. Budget

Please state, in USD (US Dollars), the amount that you are seeking from AuthorAID and the amount you can provide by yourself (or from your institution) for each of the following items. Please note that AuthorAID will provide USD 1500 to each recipient, regardless of what is entered in the table below. The data in this table will be used to help us see whether you have compiled a budget that will indeed meet your needs.

If you cannot provide any funds, that's all right. Just enter 0 in the appropriate fields.

Enter only numbers in each field; do not enter any letters or symbols.

30. Conference registration fees

Amount needed from AuthorAID

Amount you or your institution can contribute

31. Flights / international travel

Amount needed from AuthorAID

Amount you or your institution can contribute

32. Visa

Amount needed from AuthorAID

Amount you or your institution can contribute

33. Local transport

Amount needed from AuthorAID

Amount you or your institution can contribute

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34. Accommodation

Amount needed from AuthorAID

Amount you or your institution can contribute

35. Food

Amount needed from AuthorAID

Amount you or your institution can contribute

36. Insurance, vaccinations, etc.

Amount needed from AuthorAID

Amount you or your institution can contribute

37. Do you expect to incur any other costs? If so, please describe those.

38. Enter the amounts for the other costs (if applicable)

Amount needed from AuthorAID

Amount you or your institution can contribute

*39. Total

Total amount needed from AuthorAID

Total amount you or your institution can contribute

*40. If the grant amount (USD 1500) is not enough to cover all of the conference expenses (registration, travel, accommodation, etc.), what will you do to cover the additional expenses?

- [ ] I am sure the grant money will be enough to cover all of the conference expenses
- [ ] I will use my own money for additional expenses
- [ ] I will receive money from my institution for additional expenses
- [ ] I will apply for another grant for additional expenses
- [ ] I am not sure what I will do
- [ ] Other (please specify)

Thank you. We will notify the successful grant recipients sometime between 30 July and 7 August 2015. Please make sure that you check your email regularly during this time. If you are selected as a grant recipient, you will need to accept the grant within 1 to 2 days of the notification and submit a copy of the acceptance letter from the conference.

Please click the "Done" button below to submit your application. You will not receive an email confirmation about your application. If you see the next page after clicking "Done", you can assume your application was successfully submitted.