



Unterstützt von / Supported by



Alexander von Humboldt
Stiftung / Foundation

**Humboldt Kolleg in conjunction with 2nd International Conference on Natural Sciences
Malang, 25-28 September 2014**

Travel Grant Program

Rules and regulations for candidates and grantees

Disclaimer

The information contained in this publication was compiled with the greatest of care. Nevertheless, we are unable to guarantee its accuracy or completeness at the time of reading. Because information is constantly subject to change, the Conference Organizer is unable to accept any liability whatsoever for your use of the information. Please note that it is your responsibility to check the accuracy of any information before acting on it.

Definitions

HK-ICONS	Humboldt Kolleg in conjunction with International Conference on Natural Sciences
AvH	Alexander von Humboldt Foundation
ASEAN countries	The countries that hold the membership of the Association of South-East Asian Nations (ASEAN): Brunei, Burma (Myanmar), Cambodia, Indonesia, Laos, Malaysia, Philippines, Singapore, Thailand, and Vietnam.
Home country	The country in which the applicant lives and works
Home region/province	The region/province in which the applicant lives and works
International travel	These costs refer to: <ul style="list-style-type: none">- An economy-class return airline ticket, from the international airport nearest to the grantee's place of residence as stated in Pre-Registration Form to the international/domestic airport in Indonesia nearest to the location of the conference, to be explained in Part 7.- 2nd-class public transport, if applicable, from the airport on arrival, to the destination in Malang and vice versa at the time of departure.
Domestic travel	These costs refer to: <ul style="list-style-type: none">- An economy-class return airline or train ticket, from the airport or train station nearest to the grantee's place of residence as stated in Pre-Registration Form to the airport or train station in East Java nearest to the location of the conference, to be explained in Part 7.

1. General

- 1.1. This document sets out the rules and regulations governing Travel Grant Program for candidates as well as for grantees for all categories: ASEAN Humboldt Fellows and Young Indonesian Scientists.
- 1.2. By submitting the Travel Grant Program application, candidates and grantees agree to comply with the HK-ICONS 2014 travel grant program rules and regulations. Moreover, candidates and grantees are expected to endorse the aim of this activity and prepare themselves properly and to have taken note of the information provided by the conference organizer.

2. Description of HK-ICONS 2014

2.1. Humboldt Kolleg

Humboldt Kolleg activity is held with the aim at strengthening the professional collaboration network at the regional level among alumni (Humboldtians) and introducing as well as enhancing the interest and spirit of young researchers for AvH programs and Germany as the research location. The Humboldt Kolleg activity is initiated by the alumni (Humboldtians) or their association which is financially supported by AvH, and it has been held in different countries outside Germany (the United States, France, Italy, Poland, Nigeria, Kenya, South-Africa, China, India, etc.) The participants are AvH program alumni and young researchers who have contributed in real terms to the development of science. The theme selected for Humboldt Kolleg 2014 in Malang, Indonesia, is "The Voice of ASEAN Researchers". It is intended to strengthen synergy, networking, and the role of scientists in Indonesia and the South East Asian countries in developing basic sciences and their application for the advancement of South East Asia countries.

2.2. International Conference on Natural Sciences (ICONS)

ICONS will be opened to public, but especially targeted at Humboldtians, senior and early carrier scientists. It provides wide opportunity for all participants to report the latest research development in their respective disciplines. All the participants may actively participate in the open discussions, while they are also learning and building collaboration with other young researchers. The themes selected for ICONS 2014 is "Natural Sciences: From Laboratory to Industrial Applications".

3. Aim/Purpose of Travel Grant Program

The overall aim of the travel grant program is to facilitate the ASEAN Humboldt Fellows to attend and meet the goal of Humboldt Kolleg, enabling the establishment of consortium and collaboration at ASEAN level, as well as the young Indonesian talented scientists to join the conference, having wide opportunity to meet and have discussion with senior researchers from other countries to accelerate partnership development in the future. In addition, HK-ICONS 2014 is mainly sponsored by AvH, Germany, to promote its programs and draw interest of the doctoral students and early carrier scientist who have not known the Foundation.

4. Eligibility

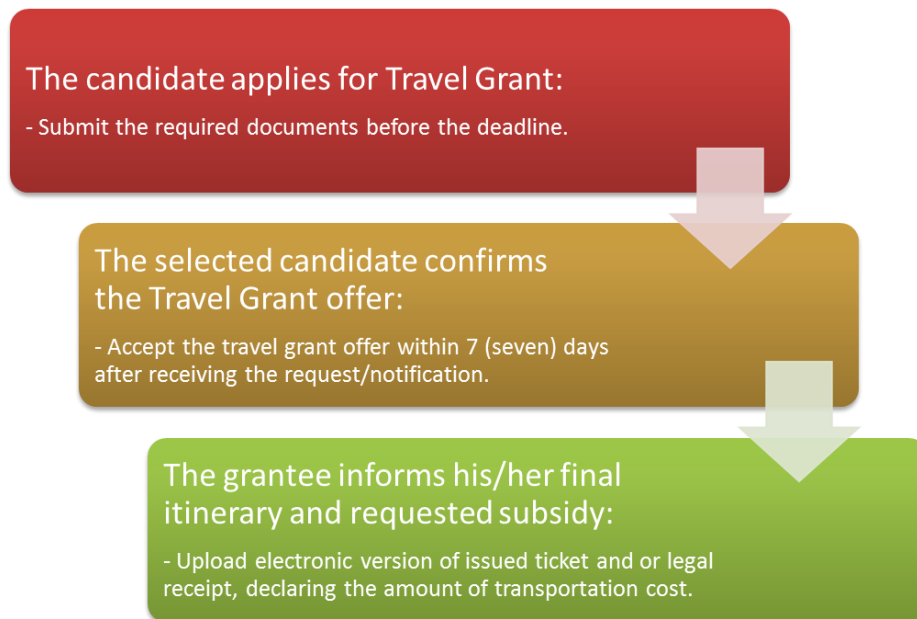
- 4.1. A candidate applying for Humboldt Fellow Travel Grant must:
 - a. be a Humboldtian/Humboldt Fellow who formerly enrolled in AvH program;

- b. have submitted pre-registration form as the application for joining HK-ICONS 2014;
 - c. have submitted curriculum vitae and abstract on the presentation to be delivered at the conference (Please kindly follow the provided template available on website);
 - d. be available full-time to attend and follow the full program of HK-ICONS 2014.
- 4.2. A candidate applying for Young Indonesian Scientist Travel Grant must:
- a. be a PhD holder and active in conducting research on their respective fields as evidenced by the publication in international and accredited national journal;
 - b. below than 50 years of age by the year of application (2014);
 - c. have submitted a brief curriculum vitae summarizing a list of publication as well as an abstract on the presentation to be delivered at the conference (Please kindly use the provided pre-registration form template available on website);
 - d. have submitted a statement of motivation related to the offered program and activity;
 - e. be available full-time to attend and follow the full program of HK-ICONS 2014.

5. Procedural Obligations

- 5.1. A candidate and/or grantee must follow the HK-ICONS travel grant program procedures as described on its website <http://humboldt-icons.machung.ac.id/>.
- 5.2. The candidate must:
- a. submit a complete application before the deadline. The appointment of application deadline is the full right of the committee and will be officially announced on the website. Travel grant application received after the deadline will not be considered and will not be assessed further for any sponsorship.
 - b. confirm, through email system, if he/she accepts the travel grant offer within 7 (seven) days after receiving the request/notification. The conference organizer will cancel the travel grant application from candidates that fail to confirm within the prescribed time or from candidates that indicate that they do not accept the grant offer. If a candidate withdraws from travel grant program after accepting there will be a restriction when applying in the future (Please refer to Part 8).
 - c. fill out the arrival confirmation form (available on website) and upload the electronic version of issued ticket or any receipt related to the requested subsidy before the deadline;
 - d. provide the legal proof of their travel, such as boarding pass, train ticket, receipt, etc. as the required documents prior to receiving the transportation subsidy.
- 5.3. The application will be registered in conference organizer database. The candidate and or grantee agree(s) that his/her personal data will be entered in conference organizer's database and be used for administrative, assessment, selection, and alumni purposes.
- 5.4. The submitted abstract is subjected to proofreading procedure. And hence, any change or revision may be done or requested to the applicant. If the candidate or grantee fails to submit the requested revision, the conference organizer has full right to withdraw the travel grant offer.
- 5.5. A candidate certifies that all the answers on the application form are true, complete, and correct.
- 5.6. The grantee must:
- a. follow the whole program of HK-ICONS 2014 for which the travel grant was granted within the conference period;

- b. comply with any additional conditions prescribed by conference organizer that are deemed necessary to achieve the aim of the HK-ICONS 2014 activity;
- c. fill out the end of conference questionnaire or any other survey or evaluation issued by conference organizer.



6. Available Travel Grant

- 6.1. The amount of travel grant is arranged for 40 selected ASEAN Humboldtians and 84 young Indonesian scientists based on selection procedure carried out by the conference organizer.
- 6.2. The travel grant is only intended for the duration of the HK-ICONS 2014 activity for which the grantee has been selected. It doesn't cover any of accompanying person. The venue and program are officially announced on website.
- 6.3. The travel grant provides:
 - a. transportation subsidy for international and or domestic travel, clustered according to the grantee's place of residence as stated in Pre-Registration (detailed in Part 7);
 - b. registration fee, inclusive of 3 (three) days conference, seminar kit, certificate and proceeding book. Any poster should be printed by participant according to the size announced by the committee. The committee doesn't provide any printing support.
 - c. accommodation cost, inclusive of 3 (three) days of stay at the conference venue based on standard service of the hotel.
- 6.4. The registration fee and accommodation cost are directly maintained by the conference organizer into the responsible stakeholder.
- 6.5. The travel grant doesn't cover any excursion or sightseeing activity.
- 6.6. The travel grant program doesn't cover any health or accident insurance during travel and conference period.

7. Transportation Subsidy and Reimbursement

- 7.1. Transportation subsidy is given to the grantees in order to alleviate their transportation expenses while attending HK-ICONS 2014. The amount of subsidy per grantee is clustered

- according to the grantee's place of residence as stated in Pre-Registration Form and appointed by conference organizer based on the availability of funds (detailed in Annex 1).
- 7.2. The maximum amount of transportation subsidy will be given to the grantee if his/her transportation expenses equal or exceed the determined amount. In case the total of transportation expenses is lower than the determined amount, subsidy will only be given to pay back the real amount. All transportation expenses should be proven by legal documents (described in Part 5.2.b).
 - 7.3. The transportation subsidy covers expenses as specified in Part 7.1 and Annex 1. All other expenses are for the responsibility of the grantee.
 - 7.4. The transportation subsidy will be reimbursed to the grantees in Indonesian Rupiah (IDR) during their attendance at HK-ICONS 2014 activity by submitting the required documents (described in Part 5.2.b).

8. Withdrawal of Travel Grant

- 8.1. If the candidate by any reason withdraws his/her application prior to the announcement of the result of travel grant, there will be restriction for future application in any activity of the institution which organizes HK-ICONS 2014.
- 8.2. If the grantee by any reason withdraws his/her application after accepting the confirmation of travel grant, there will be restriction for future application in any program of Alexander von Humboldt Foundation which contributes as primary sponsor of this activity.
- 8.3. If the grantee by any reason doesn't attend and join the full program of HK-ICONS 2014, after accepting the confirmation of travel grant, the travel grant cannot be complained or received by any representative, and there will be restriction for future application in any program of Alexander von Humboldt Foundation which contributes as primary sponsor of this activity.

9. Problems and Conflicts

- 9.1. The candidate or grantee must solve possible problems with the conference organizer.
- 9.2. Sponsorship deferral will take place if there is any unexpected occurrence as follow:
 - a. There is any change of AvH rules and regulations.
 - b. There is any disaster, natural events, or government decree that cause HK-ICONS 2014 activity cannot be conducted.

Annex 1. Maximum transportation subsidy available for Humboldt fellows and young Indonesian scientists

No	Items	Maximum Subsidy (Equivalency at USD)
1	Transportation subsidy for Humboldt Fellow	
	International travel (round trip):	
	* Singapore	IDR 1.200.000,- (USD 98)
	* Malaysia, Brunei Darussalam	IDR 2.000.000,- (USD 163)
	* Phillipines	IDR 4.500.000,- (USD 367)
	* Thailand	IDR 3.000.000,- (USD 245)
	* Vietnam, Cambodia	IDR 5.000.000,- (USD 408)
	* Myanmar, Laos	IDR 5.000.000,- (USD 408)
	* Indonesia (except Malang area)	IDR 1.000.000,- (USD 82)
	* Other Asian Countries	IDR 5.000.000,- (USD 408)
	Ground transportation to the conference venue and vice versa, available for:	
	* Juanda International Airport, Surabaya (SUB)	Arranged and paid for by the conference organizer.
	* Abdul Rachman Saleh Airport, Malang (MLG)	
2	Transportation subsidy for Young Indonesian Scientist	
	Domestic travel (round trip):	
	* Sumatera	IDR 1.700.000,-
	* Kalimantan	IDR 800.000,-
	* Sulawesi	IDR 1.200.000,-
	* Jakarta and West Java	IDR 1.000.000,-
	* Central Java	IDR 500.000,-
	* East Java (except Malang area)	IDR 300.000,-
	Ground transportation from nearest airport or station to the conference venue and vice versa.	Arranged and paid for by the grantee.

Please refer to the given definition of international and domestic travel.