

Guidelines for the International Society for Applied Ethology (ISAE)



January 2005
Next revision due January 2006

APPENDIX III

Congress Attendance Fund

Although ISAE tries to keep the cost of attending its annual congresses as low as possible, they are without doubt too expensive for some members to attend on a regular basis. This is not exclusively a student problem, since grants to students are sometimes available and there is a reduced student registration. Neither is it exclusive to researchers in certain regions, since the cost of attending is a combination of travel, registration and hotel costs and so varies depending on where the conference is being held. The Society has therefore developed a fund that is open to all ISAE members, although priority will be given to the two categories of members described above, any member can apply.

Aim

To support ISAE members to attend annual congresses. The allocation will be the sum equivalent to the cost of the registration and, in a few cases, also accommodation. The total sum of money to be allocated to this fund is GBP 2000, but may change in future.

To be eligible

- 1) The person must be a member of ISAE before submitting their application.
- 2) The person must have submitted an abstract and money will only be allocated if their presentation is accepted.

Application procedure

- 1) The application should contain the following information:
 - a. Name of applicant
 - b. Postal address and email address (or fax number)
 - c. Which year they became a member of ISAE
 - d. Occupation or position of applicant e.g. student, active researcher, unemployed researcher etc.
 - e. A justification for why they should be given an award. There is no fixed format for how the justification should be presented since the reasons for the application will vary
- 2) The application itself should not be more than one A4 page. It should be accompanied by a list of publications and/or presentations by the applicant (including local and regional meetings) and a copy of the abstract submitted to the congress.
- 3) The applicant should submit the application to the organisers of the congress on the same deadline as the submission of abstracts.
- 4) The applications will be evaluated by the Senior Vice-President, the Treasurer and two Ordinary Council Members.

- 5) Successful applicants will be notified at the same time as they are notified of whether or not their abstract has been accepted.
- 6) The money will not be transferred to the successful applicant, but directly to the conference organisers. This is to avoid unnecessary currency exchanges. If requested, ISAE will help the successful applicant identify the cheapest possible travel to the meeting, or write a letter that can be used when applying elsewhere for travel funds.

Factors that will be taken into consideration in the decision process

1. Low or no possibilities to attend the congress without financial support
2. Little or no possibilities to obtain sufficient financial support from elsewhere
3. Quality of the submitted abstract

Track record of attending scientific meetings and giving presentations, although we will take into consideration how long the person has been active in research and their possibilities to attend relevant meetings.