



November 2013

TRAVEL ABROAD TO A CONFERENCE/WORKSHOP

Each Adams Fellow is eligible for an annual international travel grant of \$3,000 for active participation in an international scientific conference/workshop or for laboratory study abroad or for international scientific collaboration or to interview for a postdoctoral position, provided the trip is to contribute meaningfully to his/her scientific career. The travel allowance is transferable from one year to the next and is not limited in the number of trips per year. Beyond this amount, the Fellow's advisor is expected to provide assistance. Travel will be allowed only after completing 6 months of the Fellowship.

The applications should be submitted to Ms. Batsheva Shor at the Israel Academy of Sciences, at least two months in advance, to allow time for the approval process. The following material should be included in the application:

1. A formal request to the Adams Fellowship Committee, asking that the conference/workshop/laboratory study/collaboration/postdoc search be recognized as part of your Fellowship. This should include a summarized list of expected expenses – in US Dollars – including:
 - Conference/workshop registration
 - Visa
 - Flight
 - Travel to and from airport
 - Hotel
 - Allowance per diem, including food and local travel,
2. A personal invitation to the Adams Fellow to participate and present a lecture, poster or paper at the conference/workshop or to study at the lab or conduct scientific collaboration or interview for postdoctoral training,
3. A letter of recommendation from the Fellow's advisor, explaining the importance of his/her trip,
4. The conference/workshop registration form,
5. Hotel quote,
6. Official proposal for flight costs.

All the material should be scanned or saved as files and sent as attachments, in one email to Ms. Batsheva Shor, at batsheva@academy.ac.il.

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Upon his/her return, the Fellow is expected to send, by e-mail, a brief, one-page scientific summary of the trip and photocopies/scans of the flight ticket and receipts.