



Announcement of the Education Committee's 2022 funds for conferences with last date of application on 10 January 2022

At the Faculty Board meeting on 26 October 2021, SEK 461,000 (incl. overhead costs) was reserved for the year 2022 with the aim of promoting conference participation. Two calls for conference grants will be announced in 2022. The first call, with the last application date on **10 January 2022**, is aimed for funding to be used during the calendar year 2022. The second call will be announced later in spring 2022 and will be aimed for funding to be used in the forthcoming academic year, fall 2022/spring 2023.

These conference grants are aimed for employees at Umeå University who teach courses or programmes at the Faculty of Science and Technology. The purpose is for the applicant to attend a conference to acquire further training, be inspired and build networks to strengthen the undergraduate teaching activities at the faculty.

The conference grants can be used for:

- Educational/pedagogical conferences, workshops and seminars,
- Research conferences, only for those with a high proportion of teaching (max 25 % research) in their employment.

The funds are to be used for conference fees, as well as any travel and accommodation costs. Compensation for salary funds, allowances, etc. is not granted. Grants for travel and accommodation costs in connection with a physical conference are granted with the prerequisite that the trip can be carried out based on any travel restriction and the Swedish Public Health Agency's recommendations at the time of the planned conference. Funds for travel are allocated according to a standard, where travel within Sweden is given a maximum of SEK 13,000, within Europe a maximum of SEK 20,000 and travel outside Europe a maximum of SEK 26,000 (incl. overhead costs).

A final report (approximately a one-page form in Word) should be submitted to the Faculty Office no later than **three** months after the end of the conference/stay. Only after approved final report the granted funds are paid out. Only the activity stated by the applicant in the application will be granted. The activity can start immediately after approved application (decision date is on 18 January 2022) but must be completed by **31 December 2022**.

Applications are processed and decided by the Education Committee at the next meeting after the last application date. The Committee reserves the right not to distribute the entire amount reserved. Please note that funds are only paid to the department/section and not to individual employees. Requests for reimbursement for any private travel expenses should be sent to the responsible department/section.



UMEÅ UNIVERSITY

Please note:

- Application form and a template for the report for conference grant funding can be found at www.aurora.umu.se/en/organisation-and-management/organisation/faculties/faculty-of-science-and-technology/announcements/the-education-committees-travel-allowance/
- Only applications using the application form will be evaluated. The form must be filled out correctly for funds to be granted.
- Applications should be submitted electronically in pdf-format to medel@diarie.umu.se no later than **10 January 2022**. State the reg. no. **FS 2.1.6-2382-21** as subject of the e-mail.
- Do not forget to discuss your application with the head of your department before submission.
- Remember to travel as sustainable as possible!

Welcome with your application!

The Education Committee