



## UMEÅ UNIVERSITY

### **Announcement of the Education Committee's 2021 funds for conferences with last date of application on 10 August 2021.**

At the Faculty Board meeting on 29 October 2020, SEK 225,000 was reserved for the year 2021 with the aim of promoting conference participation where the experience and lessons learned from the conference should benefit the education at the faculty at pre-education level, first- and second-cycle levels.

This is the second call for conference grants 2021. The deadline for application is on **10 August 2021**, and granted funds may be used until **30 June 2022**. 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. Due to the current pandemic situation with travel restrictions, participation in digital conferences should be considered as the main alternative (Vice-Chancellor decision 2020-12-17, Reg. no. FS 1.1-2617-20). Grants for travel and accommodation costs in connection with a physical conference may, however, be granted with the prerequisite that the university's travel restrictions have been lifted at the time of the planned conference and that the trip can be carried out based on the Swedish Public Health Agency's recommendations. In this case, funds for travel are allocated according to a standard, where travel within Sweden is given a maximum of SEK 10,000, within Europe a maximum of SEK 15,000 and travel outside Europe a maximum of SEK 20,000. Compensation for salaries, allowances etc. are not granted.

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 20 August 2021), but must be completed by **30 June 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.



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### Note:

- **Application form** and a template for the report for conference grant funding can be found at [www.aurora.umu.se/en/units/scitech/announcements/the-education-committees-travel-allowance/](http://www.aurora.umu.se/en/units/scitech/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 Word format to [medel@diarie.umu.se](mailto:medel@diarie.umu.se) no later than **10 August 2021**.
- State the reg. no. **FS 2.1.6-752-21** as subject of the e-mail.
- Do not forget to discuss your application with the head of your department before submission.
- If you are going to travel anyway, remember to travel as sustainably as possible!

**Welcome with your application!**

The Education Committee