

GRANTS FOR COMPUTER SCIENCE MEETINGS HELD IN AFRICAN COUNTRIES

GUIDE

Applicants are advised to read this guide to ensure that they fulfil all the requirements in preparing applications and are familiar with TWAS general policies and guidelines concerning grants.

General Information

- TWAS, the academy of sciences for the developing world – www.twas.org – is an autonomous international organization founded in Trieste, Italy in 1983. TWAS represents the best of science in the developing world. Its principal aim is to promote scientific capacity and excellence for sustainable development in the South.
- The administration and financial operation of TWAS is undertaken by UNESCO in accordance with an agreement signed by the two organizations.
- The African Academy of Sciences (AAS) – www.aasciences.org – is an honorific society that aims facilitate the development of scientific and technological capacity for science-led development in Africa.
- Founded in 1991, Microsoft Research Ltd. is dedicated to conducting both basic and applied research in computer science and software engineering. Its goals are to enhance the user experience on computing devices, reduce the cost of writing and maintaining software, and invent novel computing technologies.
- With funds provided by Microsoft Research Ltd, TWAS and AAS encourage the organization of scientific activities on the theme of Computer Science in Africa by offering financial assistance to the organizers of conferences, workshops, symposia and special meetings held in Africa.
- The support is normally provided in the form of travel grants for principal speakers from abroad and/or participants from developing countries other than the country where the meeting is held. Supported speakers should be from not-for-profit research organizations.
The amount provided does not exceed EUR4,000.

Subject Areas

- Grants are offered for meetings in the field of Computer Science.

Eligibility of Applicants

- TWAS, AAS and Microsoft Research Ltd. only consider applications made by the organizers of international and regional scientific meetings being held in Africa.
- Employees of TWAS, AAS and Microsoft Research Ltd., as well as employees of other industry research laboratories and anyone involved in the administration of this award, are not eligible.
- TWAS, AAS and Microsoft Research Ltd. do not provide support to individual scientists wishing to attend a scientific event, even if the event is taking place in a developing country.
- Local authorities must share in the responsibility for the event and should give proper support. Each application must show at least a (conditional) matching contribution from local sources.

Agreement

- TWAS, AAS and Microsoft Research Ltd. must be acknowledged as co-sponsors in all material and websites related to the supported activity.
- The grant is intended only for air tickets.
- Funds can only be released after the meeting and upon receipt of the original used ticket stubs and boarding passes of the participants benefiting from the grant.
- Immediately after the meeting, organizers should send TWAS a final narrative and financial report, the final scientific programme and the list of participants and lecturers.
- All documentary evidence needed to release funds from TWAS must be submitted by the organizers within six months from the end of the meeting.

How to apply

- Complete the electronic application form using any word-processing programme. The individual fields will adjust in length.
- The first page of the application must be signed.
- Incomplete and/or unsigned applications cannot be considered.
- The application form should be completed in all its parts and sent by email to mahdavi@twas.org
- TWAS will acknowledge receipt of an application within two weeks. If you do not receive an acknowledgment within this period please contact:
Mrs M.T. Mahdavi — TWAS — ICTP Campus — Strada Costiera 11 — 34014 Trieste — Italy — Phone: +39-040-2240325 — Fax: +39-040-224559 — E-mail: mahdavi@twas.org

When to apply

Deadlines for receiving applications are:

- **1 April 2009** for meetings to be held during **July – December 2009**;
- **1 June 2009** for meetings to be held during **January – June 2010**;
- **1 December 2009** for meetings to be held during **July – December 2010**;
- **1 June 2010** for meetings to be held during **January – June 2011**;
- **1 December 2010** for meetings to be held during **July – December 2011**.

We strongly recommend that you do not wait until the deadline but submit the application as early as you can to enable us to process your application as fast as possible.

Notification of decision

Applicants will be informed of the outcome of their requests within three months of each deadline.

OTHER INFORMATION

How did you find out about TWAS Grants for Scientific Meetings Programme?

(please select only one answer)

- ☐ Direct mailing to institution
- ☐ TWAS website
- ☐ Word of mouth/email from colleagues
- ☐ Other (please specify)

Grants for Meetings in Computer Science
Application Form, page 1

PLEASE REPLY TO ALL QUESTIONS

Type/scope of meeting <i>Please tick the appropriate box(es)</i>	
a) <input type="checkbox"/> Conference	<input type="checkbox"/> Workshop <input type="checkbox"/> Training Course <input type="checkbox"/> Other (specify)
b) <input type="checkbox"/> Regional	<input type="checkbox"/> International <input type="checkbox"/> Other (specify)

1. Name and address of the organizer filling this form	
Name of the organizer and postal address of the organizing institution	
Phone:	Fax: E-mail:
2. Name(s) and address(es) of co-organizing institution(s)	
3. Title of meeting	
4. Location and dates of the meeting	
5. Organizing committee	
Director(s)	Other members
Total grant requested from TWAS (<i>not exceeding EUR4,000 and in accordance with point 16</i>)	
Signature of the Applicant	Date and location

SUPPORTING STATEMENT OF HEAD OF INSTITUTION
I confirm that the applicant is organizing the above meeting and I fully support his/her application.
Printed name and title
Place and date
Signature

6. Estimated number of participants		
From own country	From the region	From outside the region
7. Purpose and nature of the meeting		
8. Relevance of the meeting to the development of the country/region		

9. <i>Outline of programme</i>

12. Invited speakers

[illegible]

13. Estimated expenditures

a. International fares for invited speakers from outside the region	EUR
b. International fares for invited speakers from the region (other than host country)	EUR
c. International fares for participants from the region (other than host country)	EUR
d. Subsistence for participants	EUR
e. Organization costs:	EUR
- publicity	EUR
- secretarial	EUR
- social events	EUR
- miscellaneous (please specify)	EUR
<i>TOTAL</i>	<i>EUR</i>

14. Income (other than that requested from TWAS, AAS, Microsoft Research Ltd.)

[illegible]

15. Previous support given to applicant(s) under TWAS/ICTP programmes

Programme(s)	Support (EUR)	Date(s)

16. Travel grant(s) required from TWAS (not exceeding EUR4,000)		
Name(s) and address(es)	Route(s)	Cost (EUR)
		EUR
		EUR
		EUR
		EUR
		EUR
		EUR
		EUR
		EUR
		EUR
		EUR
TOTAL		EUR