**Notes on Conference Travel Grants**

Originally compiled by Avirup Saha, Dr. Animesh Mukherjee in 2019 and

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Traveling to a conference is often a very expensive proposition, especially if it is held on foreign soil. For students, getting a travel grant is often essential for paying the conference registration fees, airfare, accommodation expenses etc. Hence this document is meant as a compendium of available sources from where travel grants may be obtained, along with the current rules and regulations.

**Caution before you proceed:**

**As per an office order passed on 16th February 2022—it would be advisable that all air tickets for your conference travels should be booked from government portals such as : IRCTC or Balmer & Lawrie or Ashok travels. You will face a lot of difficulty if you book tickets from the airlines directly or through make my trip (personal experience).**

# **Institute Travel Grant**

It is possible to get funding from the Institute for **international travel only.** Full financial assistance is available to students for participation in "best" academic international conferences. This scheme is available to Post-Doctoral, Doctoral, Masters as well as undergraduate students. The complete list of "best" conferences is available with the Academic Section.

The support covers one round-trip international travel and visa charges for a visit of at least 90 days to the Host Institute. The doctoral student must complete his/her registration seminar before undertaking the visit.

Further details may be found from Dean PGS&R and the Academic Section.

**Requisites:**

* An application duly forwarded by the supervisor (including his/her recommendations) (application is available in ERP)
* Current Resume
* Review reports (in absence of appropriate review report the committee shall reject the application)
* Proofs showing that he/she has applied to one industry funding source (e.g., Microsoft/Google etc.) and one GOI funding source (e.g., DST/ CSIR/IARCS) for fund assistance

**Rules:**

* One student can avail the fund only once per calendar year.
* Students will not be eligible for grants after MS/PhD thesis submission
* PhD forum support will be given to students who are in their early period of PhD (first 2 years) and provided there is an appropriate review for the submission
* If a student has a travel grant from some other fellowship resource (e.g., GOOGLE/MSR/TCS fellowship), he/she will not be eligible for this grant unless the travel fund within the fellowship scheme has fully exhausted.

Claiming details:

* **Amount Supported:** INR 1 lakh + USD 500 for Doctoral students.
* **Mode of Claim:** No advance can be drawn. The student can claim the money after coming back from the conference and by submitting the necessary bills up to a maximum of the sanctioned grant. While claiming they should enclose a copy of the office order indicating the sanction of the grant.

Submission is through hard copy within the Institute.

Sources:

<http://cse.iitkgp.ac.in/?travelgrant.html>

<https://international.iitkgp.ac.in/funding/>

# **DST Travel Grant**

* Under the scheme upto 100% of the actual return air fare (from applicants place of work to venue of conference) is provided. The scheme does not provide assistance towards maintenance, registration fee, airport tax, taxi fare and other costs.
* Air travel by national carrier (Air India)
* Applications from scientists having partial support from other national sources or from organizers will be given preference.
* Need at least two papers in international journals
* The completed application must be received 8 weeks prior to date of conference.
* DD will be sent to Accounts Officer of your center (within 6-12 months)

The hard copy of the application must be sent by post to:

Secretary,

Department of Science and Technology,

Technology Bhavan,

Atten: (STP. Division.)

New Mehrauli road

New Delhi-110016

Further information and Proforma:

<https://drive.google.com/open?id=1vd7paQ7dKcSxgBMpHA9oUJAeIZLco9lP>

# **SERB Travel Grant**

* Economy class air-fare by shortest route from Air India, airport-tax and visa fees are provided under the scheme. Registration fee as per actual or Rs. 50,000/- whichever is less will be provided to young scientists (age < 35 on the date of start of event) in addition to the above support.
* Applications can be submitted within the window of 60-90 days in advance from the date of start of the event.

Applications are submitted as “proposals” online through the following portal: <https://www.serbonline.in/SERB/its>

Application home page:

<http://serb.gov.in/its.php>

Format and Guidelines:

<http://serb.gov.in/itsformat.php>

# **ACM/IARCS Travel Grant**

Usually restricted to INR 60,000 (heads of expenditure are not restricted to airfare as in the case of SERB/DST)

Submitted online through the following portal:

<http://www.cfdvs.iitb.ac.in/tempuser/travel>

Link to home page:

<https://www.iarcs.org.in/activities/grants.php>

# **AICTE-INAE Travel Grant**

**Eligibility**

* Only for pre-final and final year students of B.E./B.Tech or Integrated M.Tech and first and second year students of M.E./M.Tech (not for Doctoral students)
* Students with minimum 7 CGPA or 65 Percentage and above are eligible to apply under this scheme
* A student is eligible only once during the course of his/her study for financial support under the subject scheme.

**Financial Support**

* The reimbursement of 100% Registration Fee, Visa Fee and 50% of the actual Airfare for discounted /concessional air tickets in case not claimed from any other source.
* Actual fare not exceeding AC II Class train fare will be admissible for travel from the Technical Institution to the nearest airport and back.
* The maximum financial support per student for all above reimbursements is limited to Rs. 1 lakh.

The application should be sent at least eight weeks prior to the date of presentation of the research paper through email at inaehq@inae.in and hard copy as well at the following address:

Executive Director

Indian National Academy of Engineering (INAE)

Unit No. 604-609, 6th Floor, Tower A,

SPAZE I-Tech Park, Sector 49, Sohna Road,

Gurgaon – 122018

Phone : 0124-4239480

Fax: 0124-4239481

Website : www.inae.in

Link to scheme page:

<https://www.inae.in/aicte-inae-travel-grant-scheme/>

# **Google Travel Grant**

An award in the range of 1,000 - 3,000 USD that will cover conference registration, travel, accommodation and other related expenses.

Link:

<https://buildyourfuture.withgoogle.com/scholarships/google-travel-scholarships/>

# **Microsoft Travel Grant**

Usually INR 60000 - 75000 depending on the conference.

Link:

<https://msrprograms.cloudapp.net/TravelGrants/>

# **Conference-specific Travel Grants**

Some conferences usually have their own student travel grants, such as the IEEE INFOCOM Student Travel Grant which covers the travel, lodging costs, and conference registration. For non-US nationals, there is a grant sponsored by IEEE ComSoc for availing which one must be an IEEE ComSoc student member. See link for INFOCOM 2020: <https://infocom2020.ieee-infocom.org/student-travel-grants>

# **ACM SIGIR, SIGCHI grants**

SIGIR provides funding for students to help cover the cost of registration, travel, and lodging to the following SIGIR-sponsored conferences: SIGIR, CIKM, CHIIR, ICTIR, JCDL and WSDM. Starting with WSDM 2018, students will be awarded fixed amounts: $1,000 or $2,000 USD. Link: <https://sigir.org/general-information/travel-grants/>

Likewise, SIGCHI provides two opportunities for students to receive funding to attend SIGCHI (co-sponsored) conferences. Link: <https://sigchi.org/conferences/student-travel-grants/>

1. The [Gary Marsden Student Development Fund](https://sigchi.org/conferences/student-travel-grants/gary-marsden-student-development-fund/) which covers subsistence of not more than $3,000 USD in the case of SIGCHI (co)sponsored conferences, $2500 USD in the case of other types of conferences, and $2,000 in the case of SIGCHI (co)sponsored summer/winter schools
2. The [SIGCHI Student Travel Grant](https://sigchi.org/conferences/student-travel-grants/sigchi-student-travel-grant/). Each award consists of reimbursements of $1,800 USD, awarded through the SIGCHI Travel Grant System, to partially cover conference registration and travel expenses including airfare (economy flights only), accommodation, subsistence, and other expenses necessary for attending the conference

To be eligible for the above grants, one must be a member of ACM SIGIR or SIGCHI respectively.

# **LRN Foundation Travel Award for COMSNETS Participants**

The award is given to selected student candidates who have an accepted paper as a first author at a top tier International conference outside India and also have a paper or poster in COMSNETS main conference or one of the associated workshops (in any of the previous COMSNETS). The award money can be utilized for partial travel support to attend the international conference where the awardee has a paper to present.

See link to 2019 page: <https://www.comsnets.org/archive/2019/international_travel_awards.html>

What the award covers:

1. All travel expenses including transportation, boarding and lodging in the conference city.
2. Total amount will be a maximum of INR 50,000.00 per award and will include a certificate of the award signed by the President, Vice-President, Secretary and Treasurer of COMSNETS Association and the Board of LRN Foundation.
3. COMSNETS will match the funding amount that the LRN foundation provides; the sum total from the two sources will be provided to the selected candidates.

Eligibility Criteria:

1. The awardee should be selected from students who are presenting original research (that has lead to a paper or a poster paper) at the annual COMSNETS conference
2. Consideration should be given to match needs and merit so as to provide opportunities to promising students who may not otherwise be able to attend international conferences
3. Typically the student should be enrolled in a Master’s or a PhD program. In exceptional circumstances, the student could be enrolled in a Bachelor’s program.
4. A candidate previously awarded LRN travel award will be ineligible to apply again unless the research being presented is not related to the previously awarded project
5. Candidates who have previously received travel funds from another source will be eligible to apply

# **Registration Fee Waivers**

Sometimes the conference registration fee may be waived on submitting to the Doctoral Consortium. E.g. for ACM SIGCHI EICS 2019: <https://eics.acm.org/2019/submissions_dc.html>

Also the registration fee may be waived if you apply as a student volunteer. E.g.

1. ICCV 2019: <http://iccv2019.thecvf.com/attend/student_volunteer>
2. CHI 2019: <https://chi2019.acm.org/for-attendees/student-volunteering/>

# **Important instructions for students traveling abroad**

* First apply for DST, INAE, MSR, Google Travel grants etc..
* Apply for doctoral consortiums, graduate forums, volunteership at the conference. Registration fees will be waived if you avail to these options. Moreover, you get to interact with many fellow and expert researchers, which will be helpful for you in future.
* Book your flight tickets and hotel or Airbnb as soon as you get the acceptance notification from the conference.