

Annual Meeting Travel Grant Program (AMTGP) 2022

Guidelines

The AMTG program provides support for IAS Chapter members and CMD Contest winners, as well as the Zucker Travel Award and Design Contest Winners to attend the IAS Annual Meeting. This year, the Annual Meeting will be held in Detroit, Michigan, USA from 9 October 2022 until 13 October 2022.

The program will reimburse travel expenses up to \$300 USD (Regions 1-7) and up to \$800 USD (Regions 8-10) for travel to the conference. The travel allowance includes items such as visa and round-trip economy class airfare, train, bus, taxi fare etc. Receipts or invoices must be provided. The travel route should be a direct route between your city of residence/nearest airport and Detroit, i.e. any fee for additional private trips can't be claimed. Airport transfers between your residence and your local airport will not be reimbursed. Plane tickets should be booked for arrival and departure dates close to the Annual Meeting conference dates i.e. Arrival within 1 week before and/or departure within 1 week after the event will be allowed, but the travel program is not responsible for the any additional expenses. Due to the unpredictable nature of the ongoing pandemic, it is recommended that refundable flight tickets be booked. The AMTGP program will not reimburse any expenses due to cancelled flights or border closures.

Conference registration must initially be made by the AMTGP grantee. The student early bird conference registration amount (\$375) will be reimbursed after the conference, independent from the de-facto paid registration fee determined by the actual registration date, type of registration or any paper submission included as part of the registration. Therefore, the maximum allowed reimbursement for registration fees will be \$375 USD. Should you attend the conference virtually, only the conference registration fee will be reimbursed.

Shared Hotel room for 5 nights (two AMTGP students/recipients per room) will also be covered. Should you not want shared accommodation or choose to stay elsewhere, or for a longer period, only half the cost for the conference hotel room rate for 5 nights will be reimbursed. Proof of conference registration will be required to take advantage of the shared room in the conference hotel.

All grantees are asked to register and take part in the CMD dinner, which is the main award presentation and social event of CMD. The CMD dinner registration can be made through the Annual Meeting Conference Registration website and up to 80% of the registration cost will be reimbursed. All other Meals during travel or at the conference are not reimbursed.

There are a limited number of grants available. Preference will be given to students presenting papers, members of new IAS chapters, outstanding chapter officers, CMD committee chairs and recipients of the CMD chapter awards and contests.

All reimbursements are after the expense (except for the shared room in the conference hotel), so please check your resources and apply only if you are able to pre-pay the travel costs (visa, flight ticket), conference registration fee, CMD dinner and all other additional expenses. The travel allowance and registration fee will be processed by IAS Administrative Staff who will require copies of receipts. Advance payment will not be provided. Any conference excursions and tutorials are not reimbursed. Please familiarize yourself with the CDC guidelines and visa requirements for travel to USA before applying for the AMTGP.

It is compulsory for recipients of the AMTGP to attend the IAS CMD annual chapter workshop on Sunday 9 October 2022, CMD dinner, student technical session and conference technical sessions. Therefore arrival should be on Saturday, 8 October 2022 and departure on Thursday, 13 October 2022.