

Annual Meeting Travel Grant Program -

AMTGP 2024

The AMTG program provides support for IAS Chapter members and Award winners, as well as the Zucker Travel Award and Design Contest Winners to attend the IAS Annual Meeting (<https://ias-am.ieee.org/>). This year the Annual Meeting will be held in Phoenix, Arizona, USA, between 20-24 October 2024.

The program will pay **travel expenses up to \$300 USD (IR1-7) and up to \$800 USD (R8-10)** 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 residence and the conference venue, i.e. any fee for additional private trips can't be claimed. Travel tickets should be booked for arrival and departure dates close to the Annual Meeting. Arrival ~1 week before and/or departure ~1 week after the event is allowed, but the travel program is not responsible for the additional expenses. IAS is not responsible for reimbursing in case of canceling.

Conference registration must initially be made by the grantee. The **student early bird conference registration amount** will be reimbursed after the conference, independent from the de-facto paid registration fee determined by the actual registration date, type or paper submission, and hotel booking status. Therefore, the maximum allowed reimbursement for registration fees will be \$375 USD.

Hotel room costs for 5 nights (usually two students/grantees in one room) will also be covered. Should you choose to stay elsewhere, or for a longer period, only the cost of a **shared room at the conference hotel** rate will be reimbursed. Proof of conference registration will be required to take advantage of the shared room booking by CMD 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 for this event** will be reimbursed after the conference. All grantees should register and attend all CMD events. Meals during travel or at the conference are not reimbursed. Preference will be given to student grade members, first-time attendees, CMD committee chairs, area chairs, outstanding CMD officers, outstanding chapter officers, as well as the representatives of the various chapter awards and contests, and participants of the thesis and engineering contests. Should the number of applicants exceed the available funds, priority will be given to first-time attendees and students presenting papers at the IAS Annual Meeting, as well as members of new Chapters formed since last year's Annual Meeting. Applications will be evaluated by an ad-hoc committee of the CMD Travel Awards Committee.

All reimbursements are after the expense (except for the shared room in the conference hotel) through IEEE Concur, so please check your resources and apply only if you can pre-pay the travel costs (visa, flight ticket), conference registration fee, CMD dinner and all other additional expenses. The travel allowance, registration fee, and CMD dinner fee will be processed by the IAS Administrative Staff through the IEEE Concur platform, which requires original receipts. All payments are processed after the conference. Advance payments will not be provided. Any conference excursions and tutorials are not reimbursed.

Should you need an invitation letter for a VISA application, you will be provided with the same while you register for the conference. Please do not contact CMD in this regard; you can get it when you register for the conference.

Recipients of the AMTGP need to attend the IAS CMD annual chapter workshop on Sunday, October 20, 2024, and the following conference program, including the social events (Welcome Reception, CMD dinner, Gala dinner) until 24 October 2024. Therefore, **arrival is expected on Saturday, October 19, 2024, and departure on Thursday, October 24, 2024.**

The AMTP application form is open. The deadline for all AMTGP applications will be 15 June 2024. NO LATE APPLICATIONS WILL BE ACCEPTED!

[AMTGP Application Form 2024](#)

Managed by
Beáta Polgári, IEEE IAS CMD, AMTGP manager
beata.polgari@ieee.org