

Subsidy for Domestic Scholars and Experts to Attend International Academic Conferences

To raise the international status of Taiwan's academic research, the Ministry of Science and Technology (MOST) funds applicant institutions to encourage scholars and experts to attend international academic conferences and present their research results

Application Guidelines:

1. The applicant institution shall be the domestic public or private college or university as well as academic institutions approved by the MOST in accordance with the Operation Guidelines for Institutions Applying for MOST Grants. These institutions have also been approved the subsidy for attending international academic conferences.
2. Qualifications of scholars and experts attending international academic conferences (hereafter referred to as "attendees") shall be current teaching and research staff in the applicant institution or post-doctoral research fellows participating in MOST research projects.
3. Application procedure:
 - (1) Attendees need to log on to the "Academic Research Service Portal" (on the home page of the MOST website).
 - (2) Attendees have to prepare the relevant documents online (see guideline5) and send them to the applicant institution for confirmation. The applicant institution will review their qualifications and documents, and then submit them to MOST online.
4. The submission date of the application institution shall be no later than six weeks before the date of the international academic conference. Whenever the deadline falls on a Saturday, Sunday, national holiday or any other statutory holiday, the deadline will become the next working day. **Application will not be accepted after the deadline.**
5. Application documents:
 - (1) The application form.
 - (2) Acceptance letter. If the acceptance letter cannot be provided along with the application, attendees shall indicate the acceptance letter will be submitted and shall be sent to the MOST no later than 3 weeks prior to the date of the conference.
 - (3) Abstract for conference paper (papers are limited to which have not been published in journals or other international conferences).
 - (4) Other documents useful for review(such as the full text of the paper).
6. The policy for case modification
 - (1) Subsidy cases shall not be arbitrarily changed without being submitted by the

applicant institution and approved by MOST.

- (2) Attendees shall apply for changes online at the "Academic Research Service Portal" on the home page of the website of MOST and submit the relevant information. After the applicant institution has reviewed the relevant qualifications and documents, the application shall be sent online. The modification will be completed after MOST permits the modification. Except for the cancellation application, all changes shall be applied before the conference.

7. Attention requirements:

- (1) The same attendee who has received a grant from another government agency to attend an international academic conference shall not apply for the grant again to MOST. If the paper is co-authored, the grant shall be limited to one person per paper.
- (2) The attendees may only receive one grant in the same fiscal year. If the principal investigator among the attendees has been granted a S&T research project and approved to receive the subsidy for attending an international academic conference, the principal investigator will not be granted again.
- (3) When the attendees attend an international academic conference in mainland China, the conference shall be hosted by an international academic organization, or shall be hosted by an international academic organization and co-hosted by a relevant organization in mainland China. Only if the above conditions are met, the application institution is eligible to apply for the subsidies from MOST in accordance with the above regulations.

8. MOST conducts review based on three criteria: the status and importance of the conference, the conditions of the attendees, and the benefits to the development of science and technology in Taiwan. If necessary, the discipline coordinator may be consulted.

9. Filing for Expense Reimbursement:

- (1) Within one month after the conclusion of the conference, the attendee shall submit a report on the attendance of the international academic conference through the online system (Academic Research Service Portal) and register the funds for reimbursement.
- (2) The applicant institution shall submit the completed statement of income and expenditure of the previous month to MOST before the 10th of each month or every season. Each case needs to be signed by the head of the institution and relevant personnel and filed to MOST together with a copy of the approval letter from MOST and the receipt from the applicant institution. If the reimbursement is made after the due date, the applicant institution shall bear the cost alone.