Call for applications
for the funding of ELTE students' active participation in national and international student competitions, conferences and workshops or for the support of short research trips
2019 Spring Semester

The Grant is established to offer financial help with ELTE students’ participation in Hungarian and international student competitions, conferences, workshops, or short research trips connected to their studies.

Applications can be accepted from those who are:

- in legal relation as students with active student status with the Eötvös Loránd University in the current academic semester (students of mobility programs are not eligible and doctoral candidate status does not count as active student status)
- full-time professors/researchers of the Eötvös Loránd University (provided that they accompany a student/group in whose preparation they have assisted as a tutor)

1. Applications are to be submitted individually. If you are going to travel as a group, the members should submit their applications individually with the indication of the names of the other members of the group.

2. Funding can be granted for active participation (e.g. presentation or poster exhibition) only; the confirmation of your active participation at the conference (the organiser’s acceptance of your abstract) should be attached to the application. In the case of workshops, a recommendation written by the head of department should also be attached. In order to confirm the necessity for the research trip, please attach a recommendation written by the applicant’s supervisor and letter of acceptance/invitation from the institution the applicant wants to visit.

3. Funding can be requested to cover the registration fee, the expenses of printing posters, travel costs (one way to the destination and back), and accommodation. (The funding can be used until the end of 2019.)

4. Other costs (such as local transportation, meals, per diem, etc.) cannot be supported.

5. For every expense listed above you will have to ask for an official invoice addressed to the University: ELTE 1053 Budapest, Egyetem tér 1-3.

The invoice must contain the following data:

- date of issue
- reference number of the invoice for clear identification
- name and tax number of the issuer
- name and address of the recipient: ELTE 1053 Budapest, Egyetem tér 1-3.
- name and net price of the given product/service per unit
- net invoice amount (without tax)
- amount and sum of VAT
6. Please explain the requested sum in detail on the Application form and include the references (links to the web page of accommodation, plane ticket, etc.) your calculations are based on.

7. Applicants will receive information about the decision within one week after the evaluation of the applications. The applications will be evaluated by the decision board, whose members are appointed by and from among the members of the Talent Support Council. The deadline for the submission of the applications is 1 April (midnight) 2019.

8. If the applicant’s participation in the given conference or other event is supported by another source, they can apply for partial funding and have to indicate this fact in their applications. Costs supported by another source cannot be compensated in the current grant.

9. The applicants’ expenses will be reimbursed when they submit the original invoices after their return.

10. Applicants accept that if they receive funding from the Talent Support Council, they will submit a report about their experiences at the conference/workshop/competition to the e-mail address of the Talent Support Council: tehetseggondozasanacs@elte.hu Photo and short video might be included as well.

11. Applicants who receive support from the Talent Support Council are requested to write the following sentence on their poster/presentation: The conference participation was subsidised by the Talent Support Council of Eötvös Loránd University, Budapest’’

12. Application submission:

   a) Please fill in the form at the following link:

      https://martonaronurlapok.elte.hu/urlapok/2019_t_utazasi_tamogatas

   b) The form will be available following the registration on the application portal that is found clicking on the link.

   c) The following documents are required to be attached on the application form:

      Justification of the necessity of participation in the conference/workshop/student competition/research trip, besides that (in case of conferences) an official document confirming the abstract’s acceptance, (in the case of workshops) recommendation written by the students’ supervisor or head of department, (in the case of competitions) official response from the organisers of the event must be attached, (in case of short research trips) recommendation written by the students’ supervisor and a letter of acceptance/invitation sent by the institution the applicant wants to visit. (All attachments are required in Word or Pdf form.)

      The application is only considered valid if the application form is submitted electronically.

   d) Confirmation email will be sent automatically after the submission of the application. Please in case you do not receive such email, write to tehetseggondozasanacs@elte.hu

13. For the trips the maximum amount of funding is limited to 150 000 HUF per applicant. The total funding for research trips within the travel grant cannot exceed 20% of the total sum of funding.
14. Information about the successful applications (name of applicant, supported event, sum granted, and, in the case of student competition, the result achieved, along with the travel report, photo, video) will be made public on the ELTE Talent Support homepage: http://www.elte.hu/tehetseggondozas

By submitting the application the applicant agrees for the Talent Support Council to publish their travel report and photos (or video).

15. For further information, please contact tehetseggondozasitanacs@elte.hu

Budapest, 1 March 2019