

# Q-ESSENCE CALL FOR MEETINGS



## ELIGIBLE APPLICATIONS

Q-ESSENCE has allocated a budget for support of scientific meetings (conferences, workshops, schools). A necessary condition to receive this support is that at least one Q-ESSENCE partner is a co-organizer of the event. The focus of the meeting should be relevant to the general goals of Q-ESSENCE project.

## APPLICATION FORM

**Please prepare a document including the following information.**

Name of the event:

Location of the event:

Duration:

Website of the event:

Brief description / overview of the meeting:

Expected number of participants:

Conference fee:

Estimate of the total conference budget:

Estimate of the required support (in total):

Number of directly supported invited speakers:

Expected Q-ESSENCE support per invited speaker:

Expected Q-ESSENCE support per participant:

## IMPORTANT

**After the event a list of supported participants must be provided.**

## LIMITS

- application should be submitted at least two months before the event
- (not guaranteed) maximum is 1000 EUR per supported invited speaker
- (not guaranteed) maximum is 300 EUR per supported participant (no travel expenses)

## SUBMIT

**A document containing all the required information and any other relevant information should be submitted via e-mail to Mario Ziman ([ziman@savba.sk](mailto:ziman@savba.sk)) at least two months before the event. A decision will be made (at longest) within one week.**

## WARNING

**Preferably we will not pay support in advance. Q-Essence partner involved in the organization of the meeting will cover the costs and then charge the project coordinator (University of Warsaw) with the total invoice.**