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**AIL call for the attribution of inscription grants**

**to attend the AIL meeting in Coimbra**

The Iberian Limnological Association (AIL) will offer 10 grants to attend and present a communication at the AIL meeting in Coimbra (Portugal) from the 24th to 29th June 2018 (http://www.limnologia2018.org). Meeting grants will be of 160€ to cover the early inscription established for a student AIL member.

**CANDIDATES**

* Only members of the Young AIL group (J-AIL) that have their fees updated at the moment this call opens can submit an application. Young researchers are students and post-doctoral researchers that have defended their PhD thesis up to four years before this call opens.
* The candidate must be the first author and presenter of a communication at the meeting.
* This inscription grant cannot be accumulated with any other inscription grant to attend the same meeting. This grant will be attributed only if the candidate’s institution does not grant him/her with the meeting inscription, which needs to be testified in a written declaration to be signed by the candidate.

**APLICATION DEADLINE**

The application form and associated documents need to be sent by e-mail, in a single file, to the AIL secretary (secretaria@limnologia.net) and to the J-AIL representative in the board (Isabel Fernandes, isabelrodriguesfernandes@bio.uminho.pt) until **9 am (Portuguese time)/10 am (Spanish time) of January 15th,2018**. The decision on this call will be taken on the 1st February. The period for the submission of abstracts to the meeting and early registration ends on the 15th February and the 15th March, respectively.

**EVALUATION CRITERIA**

Seven of the grants would be awarded for pre-doctoral students and three for post-doc researchers. In case there are not enough candidates in one category, the remaining grants in that category will be transferred to the other. The selection of candidates within each category is done based on the following criteria, ranked by importance:

1. Candidates that have asked for an oral communication will be favored.
2. Candidates that have not benefited from AIL grants to attend meetings or courses, up to 5 years before this call opens, will be favored (thesis or communication prizes will not be considered).
3. Candidates that have not attended a scientific meeting will be favored.
4. Candidates that are unemployed at the time of the application will be favored (a document certifying this condition needs to be submitted together with the application).
5. Candidates that have to travel for longer distances will be favored. Four distance categories have been established: <100km, 101-500km, 501-1000km and >1000km.
6. In case there is a tie, the abstracts will be selected based on their topic to increase the diversity of selected abstracts.

Information that allows evaluation of criteria 1 – 5 will be asked in the application form.

No more than 2 grants will be attributed to the same institution (students and post-docs together). Thus, in case 2 grants fall in the same institution, and the candidates are tied, the abstracts will be evaluated based on criteria number 6.

**OBLIGATIONS OF THE SELECTED CANDIDATES**

The selected candidates must:

**Before the meeting:**

* Inform the AIL secretary if financial support from other sources is received to cover the inscription in the meeting, in which case the grant will be transferred to the next candidate in the waiting list that fulfils all the criteria. However, the AIL grant is compatible with other grants from other sources that do not include the inscription but be devoted to cover expenses related with the attendance of the meeting other than the inscription.
* Inform the AIL secretary in case of impossibility to attend the meeting so that the grant will be transferred to the next candidate in the waiting list that fulfils all the criteria.
* Send the application form together with the CV to the AIL secretary. The selected candidates will be asked for a document certifying that the abstract has been accepted and for the invoice of the inscription in name of AIL so that the grant can be paid (see last point). In case these documents are not sent, the grant will be transferred to the next candidate in the waiting list that fulfils all the criteria, to whom the same documents will be requested.

**During the meeting:**

* Acknowledge the grant in the communication (oral or poster) by showing the AIL logo and mentioning this call.
* Represent the AIL in the stand, in case there is one, on the established schedule.

**After the meeting:**

* Send the participation and the presentation certificate to the AIL secretary no later than 5 days after the end of the meeting. Otherwise, the totality of the grant needs to be returned to the AIL, that will transfer it to the next candidate that did not get the grant but that fulfils all the criteria.
* Send the abstract with information about the session in which the communication was presented to the AIL secretary no later than 5 days after the end of the meeting for publication in Alquibla.

**OBLIGATIONS OF AIL**

* Publish the edict and application form in Spanish, Portuguese and English, in advance to the deadline for the submission of abstracts to the meeting.
* Clearly specify the deadline (day and hour) for the submission of applications in the edict.
* Constitute the evaluation commission right after the end of the call.
* Publish the list of pre-selected and selected candidates in advance to the deadline for the payment of the early inscription in the meeting.
* Send to each beneficiary a grant certificate after the meeting end and once all the documents have been received.
* Clarify any doubts that arise from the application of this edict.

**RESOLUTION AND PAYMENT OF THE GRANTS**

* The evaluation commission will be formed by the AIL secretary, the AIL treasurer and the two members representing the Young AIL group in the Direction board, except in case there is any conflict of interests. In this situation, the affected person will be replaced by another to be designated by the Direction board.
* The decision of the selection board will be final judgment without appeal.
* The evaluation commission will send a list of pre-selected candidates to the AIL members.
* During a defined period of time, the selected candidates will notify the AIL secretary if other grants incompatible with the AIL grant have been received. Even in this case, the candidates should notify the AIL secretary about the acceptance of the abstract and the type of communication.
* In case some of the selected candidates receive other grants for the inscription in the meeting, the AIL grants will be transferred to the next candidate in the waiting list that fulfils all the criteria and the final list of selected candidates will be published.
* The beneficiary of the AIL grant should ask to the meeting organizers for an invoice with the description (including the beneficiary name) and as the payer the “Asociación Ibérica de Limnología”, with the CIF number G‐80028186.
* The grant will be paid as a reimbursement to the selected candidates when the document testifying the acceptance of the abstract and the invoice have been received by the AIL secretary. For the reimbursement, the beneficiary should contact the AIL treasurer and provide the necessary bank information to allow the reimbursement of the inscription. The reimbursement will be paid to the beneficiary only if he/she has paid the inscription, not his/her institution, for which the name of the beneficiary and of the AIL must be in the invoice, and the payment of the inscription needs to be made individually by the beneficiary.

**Application form for the AIL call for the attribution of grants to attend the AIL 2018 meeting**

**Documents to send with this form:**

[ ]  Document testifying the student status or, in case of a post-doc researcher, document testifying that the PhD thesis has been defended up to 4 years before this call opens.

[ ]  In case of unemployment, document testifying this situation.

[ ]  Written declaration signed by the candidate testifying he/she will not receive an inscription grant from his/her host institution.

[ ]  CV

**INFORMATION ABOUT THE CANDIDATE**

Surname:

Name:

Nationality:       Passport:

E-mail:

Telephone:

Course/Degree:

Present professional situation:

University/Institution:

Department:

Address:       Postal code:

City:

What is your status?

[ ]  Student [ ]  Posdoc

Are you a member of the Young AIL group?

Distance between the course venue and the institution (in km):

Have you attended a scientific meeting before?

Have you received any grant from AIL to attend a meeting or a course before?

 If yes, when?

Will you receive any financial support to attend the AIL meeting?

If yes, what type of support and what value?

Have you applied for another grant to attend the AIL meeting?

If yes and in case the grant will be given to you, do you commit yourself to notify the AIL?

**INFORMATION ABOUT THE COMMUNICATION**

Type of communication: [ ] Poster [ ] Oral

Title:

Authors:

Abstract:

Signature and date:

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