

ECS Symposium Funding and Travel Grant Policy

1. No individual may receive support, travel grant(s) and registration waiver, totaling more than \$2,000 in combined value from all divisional and symposium sources at one ECS meeting.
2. Organizers of symposia will not receive any monies for personal support provided by an external sponsor unless specifically permitted to do so in writing by the sponsor.
3. Requests to use external sponsor provided monies for symposium administrative expenses must be made in writing and approved by the Chair of the Technical Affairs Committee prior to the meeting for which it is requested.
4. No post-meeting travel grants or meeting registration reimbursements will be made.
5. Organizer(s) of any symposium with a budget (divisional and outside funding combined) of \$5,000 or greater must submit a proposed budget to be approved by the Chair of the Technical Affairs Committee. This budget must identify all expenses, including advertising of the symposium, and categorize each recipient as student, invited speaker, or financial hardship consideration (researcher from a financially disadvantaged country).
6. Monies provided by an external sponsor and not expended for the symposium for which it is designated will not be carried forward to a subsequent symposium unless specifically allowed by the sponsor. Permission to carry the funds forward must be provided in writing by the sponsor prior to the meeting for which the funds are intended.
7. External sponsor provided monies that are not expended for the symposium for which the funds are provided will be used by the Society to offset costs of AV, room rental, etc. for the symposium, unless otherwise indicated by the sponsor.
8. The Chair of the Technical Affairs Committee has the authority to deal with exceptional cases.
9. Becomes effective with the Phoenix, May 2008 Meeting and no existing custodial accounts will be affected.

Approved by the Board of Directors May 10, 2007
Revisions approved by the Board of Directors October 16, 2008