

Please confirm the acceptance of your grant **before 5 February 2020** to Ms Martina van den Haak, email: m.c.van.den.haak@ijas.nl.

Policy
Grantees of the International Conference 2020:
Borderland Futures: Technologies, Zones, Co-existences
25-27 June 2020
Seoul, South Korea

1. Your registration fee has been waived.
2. The Organising Committee of the Asian Borderlands conference 2020 will provide you with a grant of max. 800 Euro.
 - a) This grant may be used for the following expenses: travel to Seoul, insurance, visa, local travel and/or accommodation. We realise that the grant may not be enough to cover all of your costs. Unfortunately, we are only able to reimburse costs up to the grant amount.
 - b) You are requested to make your own travel arrangements. We would like to advise you to book your ticket soon, as prices are still reasonable now. Participants should also make their own hotel reservation. For accommodation suggestions, please see <https://asianborderlands.net/accommodation>
3. Reimbursement Procedure:
We will only reimburse economy class flights / second class ferry/train tickets.

Please note that it is important to keep all your receipts, because we are only able to reimburse these conference-related expenses. Secondly, if your expenditures exceed the grant amount, then you will be responsible for the additional cost.

If you stay with friends or family, the organising committee is unable to pay compensation costs for accommodation.

The conference-related expenses will be reimbursed by bank transfer. Please proceed to the following website for the Statement of Expenses form: https://hop.leidenuniv.nl/sap/bc/ui5_ui5/sap/yul_dec_appl/index.html?sap-client=400&sap-language=EN

The SAP (project) number of the conference, which you would need to include in the expenses form is: **3100008050**

If your expenses are higher than the grant amount, please include in the Amount field on the form the max. grant amount (instead of the actual costs). If you have a USD account or a GBP account, please include the amount in these currencies.

You can use for example <https://www.oanda.com/currency/converter/> for a currency converter.

4. In case you will not need the (full) grant, because you secured funding elsewhere for your expenses, please inform us. We could then give the grant to someone else who we can currently not provide with a grant.