

FUNDING FOR TRAVEL SPONSORSHIP (INTEREST GROUP)

1 Objective

The “Interest Group Fund” of the Asian Society of International Law (AsianSIL) aims to provide financial support to AsianSIL members so as to encourage regular research activities. The main purpose of the fund is to provide travel subsidies for young scholars to manage Interest Groups activities.

2 Guidelines

- (a) The frequency of funding given to an applicant will be taken into account in order to spread the usage of the fund.
- (b) The travel subsidies will be awarded to those who are committed to the activities of Interest Groups on a regular basis. Priorities will be given to,
 - (i) Those who are 45 years old or younger;
 - (ii) Nationals of Non-Listed Countries/Regions;
 - (iii) Residents in Non-Listed Countries/Regions;
 - (ii) Those who contribute to the activities of Interest Groups, particularly those assisting the Chairs and Vice Chairs;
 - (ii) Chairs and Vice Chairs of Interest Groups, if they satisfy the conditions in (i) to (iii).
- (c) In any given year, the maximum amount of the travel subsidies will be limited to 60 percent of the total fund in the Interest Group account.
- (d) A member can apply for partial or full funding for an economy class return airfare by the most economical and direct route.

3 Application Process

Online applications should be submitted at this link: [Application for Travel Sponsorship](#).

There will be two calls for submission of applications.

- (a) First Call (for travel in the current year)
Deadline: 30 April annually

- (b) Second Call (for travel in the current year till March of the following year)
Deadline: 31 October annually

Upon submission of application, the Secretariat will request for supporting documents from the applicants. These may include,

- (i) Quotation for cost of airfare
- (ii) Invitation letter (if attending Conferences or Meetings)
- (iii) Any other relevant documents

4 Evaluation Committee

The Secretariat will forward all completed applications to the Evaluation Committee for consideration upon the close of applications (after verification of relevant supporting documents).

The Evaluation Committee will comprise,

- (a) Chairman of the Research Committee (Chair), AsianSIL (or a suitable representative nominated by the Chairman of the Research Committee)
- (b) Secretary General, AsianSIL
- (c) Treasurer, AsianSIL
- (d) Any other office bearers as appointed by the Executive Council

The Evaluation Committee should, as far as possible, consult with the donors on how the monies of the Interest Group Fund are to be spent.

The Evaluation Committee should also consult the respective convenors of the applicants' Interest Groups to assess the applicants' commitment and activities in carrying out the Interest Group's daily work.

The decision of the evaluation committee will be deemed final, and no further appeals will be entertained.

5 Outcome of Application

The AsianSIL Secretariat will inform the applicant via email the outcome of the application within a month from the respective closing date of applications.

6 Disbursement of Funds

The AsianSIL Secretariat will effect a telegraphic transfer to the successful applicant(s) for the approved funding within 3 working days, from the date of email sent to the applicant informing him/her of his/her successful application.

7 Travel Report

All successful applicants are required to submit a brief report of their visit within 2 weeks upon the end of their Conference/Meeting. The AsianSIL Secretariat will share this report with the respective Interest Group Convenor and the Chair of the Research Committee. The online report can be accessed [here](#).

8 Report to the Executive Council

The AsianSIL Secretariat will update the Executive Council (via email) on the list of applications; the outcome of the applications; reports of the Conference/Meeting and the financial status of the Interest Group Fund on an annual basis in December.

***AsianSIL Secretariat
13 December 2016***