

CRITERIA FOR GRANTING OF SUBSIDIES

Travel Expense Agreement and Guidelines

The travel expense agreement and guidelines are for the workshop: *Climate Change in South-Eastern European Countries III, Causes, Impacts, Solutions Graz*, Austria, 18th and 19th September, 2008. They specify the level of funding, documentation requirements and liability by JOANNEUM RESEARCH.

Criteria for granting of subsidies

Candidates must be involved at the workshop either as speaker or a registered participant (in case of limited funding sources speakers will be prioritized).

For refunding original documents (bills) are absolutely necessary.

Accommodations

JOANNEUM RESEARCH will refund accommodation costs (up to €85,-/night, breakfast included).

It applies to participants from the following countries: Albania, Croatia, Bosnia and Herzegovina, Serbia, Montenegro, Macedonia, Moldova, Ukraine and Armenia.

REFUNDING OF ACCOMMODATIONS DO NOT INCLUDE PERSONAL CHARGES SUCH AS TELEPHONE CALLS, ROOM SERVICE, and LAUNDRY SERVICE.

Travel Costs within Austria

JOANNEUM RESEARCH will refund travel costs within Austria. This includes the transportation of the participant from the airport to Graz by public transportation as well as public transportation in Graz.

It applies to participants from the following countries: Albania, Croatia, Bosnia and Herzegovina, Serbia, Montenegro, Macedonia, Moldova, Ukraine and Armenia.

Board

JOANNEUM RESEARCH will provide the participants with meals on Thursday (lunch, dinner) and Friday (breakfast) as part of the workshop or accommodations.

Conference Fee

JOANNEUM RESEARCH will provide the participants with free entrance to the conference.

Visas

The invitee is responsible to obtain visa and/or transit-visa information prior to your departure to Austria, if necessary. Please visit http://www.bmaa.gv.at/view.php?f_id=1343&LNG=en for information on visa requirements from your country. The cost of the visa will not be paid for by JOANNEUM RESEARCH.

Medical and Other Insurance

The invitee is strongly advised to obtain international travel and medical insurance. JOANNEUM RESEARCH disclaims any responsibility for medical accident and travel insurance, for compensation, death or disability, loss or damage to personal property and for any other costs or losses that may be incurred during travel time or the period of participation in the meeting.

There is no legal claim to granting of subsidies/reimbursement!