

## 2. Financial Support Available

### *Travel and subsistence*

A grant from EPSRC enables **ICMS** to make a substantial contribution to the subsistence costs, and some contribution towards the travel expenses, of participants (in the expectation that some cover for travel may come from other sources). Funds will usually be available for travel and subsistence for about 35 people for one week. (Larger or longer meetings are possible, but will need either an additional source of funding or a special case to be made.)

As an indication, the funding for a meeting in 2006 might be as follows:

35 people @£60 per day for 6 nights	= £12,600
35 people averaging £170 each for travel	= £ 5,250
TOTAL	= £ 18,550

Note that this may not cover all the expenses of a given participant. Organisers may vire between subsistence and travel and between individuals. The cost of subsistence outside the vacations is higher (as university accommodation is not available).

The EPSRC funds will be administered through **ICMS** (not transferred to the parent institution of the proposer). Any additional funds (e.g. from the EC or LMS) will usually be managed by the proposer.

**ICMS** will accept proposals for workshops where the majority of funding is already in place but a little more, plus administrative support, is required to make it viable. Such proposals will be fully refereed and, if they meet the selection criteria, judged in competition with other proposals.

### *Staff support*

The **ICMS** staff aims to undertake all the non-scientific administration of the meeting (such as issuing invitations, processing registrations, organising accommodation, preparing materials, financial administration). **ICMS** will be as flexible as possible, bearing in mind the experience and location of the Scientific Organisers and the requirements of a particular meeting.

### *Location*

Meetings with fewer than 40 participants can be held at 14 India Street. Proposals for meetings with more than 40 participants are also invited, but another location will have to be found. (**ICMS** staff will advise.) Note that it is unlikely that funding from **ICMS** will be available for more than 40 people and that room-hire costs cannot be covered. The Organisers of larger meetings are therefore likely to require additional funding from other sources.

### *Registration Fee*

To allay costs not covered by the EPSRC grant, a Registration Fee will be charged to all participants other than those from the Schools of Mathematics at Edinburgh and Heriot-Watt Universities. Normally around £30 for EPSRC-supported participants, but possibly higher for other classes of delegates, the fee may be waived for some participants on the advice of an Organiser, with the approval of the Centre Manager.