

**4th ASIA-PACIFIC CONFERENCE ON
UNDERWATER CULTURAL HERITAGE**

**MARCH 23-27, 2020
KEELUNG, TAIWAN**

APCONF 2020 Conference Subsidy Guidelines

Providing conference assistance is a priority for the Asia-Pacific Regional Conference on Underwater Cultural Heritage series. Fortunately, airfare and registration assistance will be generously provided in 2020 by the host institutions for 30 conference participants. Additionally, accommodations assistance will be available for 15 conference participants (see Applicant criteria below). The selection of subsidy recipients must be made in a fair and carefully considered manner. The following guidance applies to the proper distribution of this assistance:

1. Selection subcommittee:

The APCONF 2020 Program co-chairs and two other volunteers from the Program Committee at large will form a 5-person subcommittee to review conference subsidy requests. Applicants for the conference subsidy cannot serve on the selection subcommittee.

2. Selection process:

Requests for the conference subsidy shall be emailed from the individual participant to the appropriate session chair for review, and then forwarded with recommendations by the session chair to the Program Committee co-chairs for consideration by the selection subcommittee.

The selection process in general shall take into account:

- Recommendations of the session chair;
- Recipient's need for assistance;
- The balance of professional offerings among proposed sessions;
- Cultural and geographic diversity;
- Gender balance;
- Academic or professional experience within the UCH (or closely related) field;
- Preservation engagement in Asia Pacific communities (e.g. university, government, non-governmental organizations);
- Applicable conditions stipulated by the sponsoring agency.

3. Applicant criteria:

Application for the conference subsidy is limited to participants whose paper/presentation abstracts have been accepted by the APCONF 2020 publication committee. Fifteen of the 30 subsidy recipients shall be young students or recommended experts from developing countries (LMIC = Low Middle Income Countries) of the Asia Pacific region. The award of the subsidy is contingent upon: 1) subsequent approval of the full paper for publication in the APCONF 2020 Proceedings; and 2) confirmation of travel plans for the conference presentation by the author. In addition, applicants for the conference subsidy shall:

- Have a valid passport or be traveling from a passport-exempt country;
- Notify the selection subcommittee if other funds are being provided through other sources (i.e. provided by employer, grants, etc.);
- Acknowledge that costs for cancellation or change to the arranged flight tickets that are caused by the recipient's circumstances are not covered by the conference subsidy;
- Acknowledge provision of assistance by the APCONF 2020 host institutions in any individual products by the recipient, including the conference presentation and paper(s);
- Provide an electronic copy of the signed APCONF 2020 Conference Subsidy Guidelines;
- Note: If circumstances prevent attendance at the conference, recipients may be required to return the subsidy, unless the recipient can verify relevant reasons for absence to the selection subcommittee.

4. To be completed by the Applicant:

Name (as shown in passport): _____

Is passport valid? _____

Affiliation: _____

Professional title: _____

Country of Residence/Origin: _____

Has paper abstract been accepted? _____

Arrival/Departure Dates (Taiwan): _____

Contact email: _____

Signature: _____

Date: _____