



The ISSMGE Foundation Award Scheme

INFORMATION FOR APPLICANTS

BACKGROUND

The ISSMGE Foundation was created to aid individuals throughout the world to enhance their geotechnical engineering knowledge and practice by providing financial support for participation in technical and professional activities approved by the ISSMGE Foundation. There is no prescriptive list of admissible events and the Chair of the ISSMGE Foundation Award Panel will consider all reasonable applications while taking into account the relevance to ISSMGE, and active rather than passive participation by the applicant.

GUIDELINES

1. Applications must be received at least 3 months before the date of intended travel or conference or other educational event for which an award is sought.
2. The deadlines for applications to be received by the ISSMGE Secretariat are:
 - 31 January
 - 31 May
 - 30 September
3. Funds are awarded on a competitive basis at the discretion of the ISSMGE Foundation Award Panel.
4. Applicants are expected to demonstrate on their application form the professional benefit to be gained by participation in the ISSMGE related activity.
5. The maximum award is USD2000 though normally much smaller awards will be made. It is expected that the applicant will be able to demonstrate cost-sharing with other financial support applied for or obtained, for example, from their educational institution or from their employer, from their ISSMGE Member Society or from other grant awarding organisations. The magnitude of any award made will take into account the relative wealth of applicant's ISSMGE Member Society.
6. A successful applicant will normally not be eligible for another award until a minimum of two years has lapsed from the time of the event for which the award was granted.
7. Awards will be paid after the event and upon receipt of proof of expenses. Payments will be made by bank transfer to an account specified by the applicant. It is the applicant's responsibility to ensure that arrangements are in place for receipt of the award.
8. The applicant should take all reasonable steps to collect receipts etc. and provide evidence to the ISSMGE Secretariat that the award was used for the purpose originally specified on the application.
9. All successful applicants will be required to submit a report demonstrating the benefit derived from attending the event.
10. All applicants are encouraged to be members of ISSMGE

PROCESS

Applying for an ISSMGE Foundation Award:

Applicants should first read carefully the guidelines for applying to the ISSMGE Foundation Award Scheme. The criteria for evaluating an application will be:

- a. Demonstration of a need
- b. Quality of the activity
- c. Cost sharing
- d. Broad impact
- e. The amount requested

The ISSMGE Foundation

The application form should be completed in full, taking particular care to provide evidence of why an award is needed, what is special about the conference or other event being attended what technical or professional benefit is likely to accrue from attendance, and what other sources of funding have been explored.

After submission of the application:

The ISSMGE Secretariat will forward to the ISSMGE Foundation Award Panel the application received by the dates given in the Criteria above. These dates will be strictly adhered to. The ISSMGE Foundation Award Panel will report its decisions on awards to the ISSMGE Secretariat within one month of their receipt of applications.

Notification of outcome:

The ISSMGE Secretariat will pass on the decisions to applicants. Thus an applicant can expect to receive a decision within a maximum of 2 months after the date at which their application is forwarded to the ISSMGE Foundation Award Panel.

Payment of the Award:

Awards will be paid after the event and upon receipt of proof of expenses. Payments will be made by bank transfer to an account specified by the applicant. It is the applicant's responsibility to ensure that arrangements are in place for receipt of the award.

Reporting on the benefits to the applicant of receiving the Award:

Foundation grant beneficiaries are required to submit a report to the ISSMGE Secretariat for the attention of the trustees of the ISSMGE Foundation. This will include a short 500-word article suitable for publication on the ISSMGE website and Bulletin, and should demonstrate the technical and professional benefits gained. The template for preparing this report can be downloaded from the ISSMGE website.