Application Guidelines for Grants for Attendees at International Conferences
(**2nd half of Fiscal 2022**)

1. Grant Overview

This grant is intended to provide travel expenses for graduate students attending the international conferences to be held abroad, regarding C&C technology fields.

C&C technology fields include information processing technology, communication technology, electronic device technology, and ICT technology fields that integrate these technologies. Also included are technologies like data science, artificial intelligence (AI), sensing, recognition, robotics, automatic control, information security, and virtual reality that have been developed based on the aforementioned technologies and support the framework for smart society and other smart solutions.

2. Grant Applicant Qualifications

(1) The applicant must be a graduate student engaging in a research of C&C technology at a university in Japan or enrolled in an equivalent educational institution when attending the international conference, and has been recommended by the academic advisor in the institution to which the applicant belongs. The applicant should not be older than 40 years old when attending the conference. Undergraduate applicant also can be recommended if the applicant becomes a graduate student when participating in the conference.

(2) In principle, the applicant's peer-reviewed paper or submitted application must have been officially selected for presentation at an international conference held outside Japan. You can apply for the grant before your paper or application has been officially selected. However, the grant will be suspended until the paper presentation is subsequently officially selected. Eligibility is forfeited if the conference application is officially rejected.

(3) The applicant must be both the first author and the presenter.

(4) In principle, the conferences are organized/sponsored by academic societies.

(5) Economic necessity will be considered in the screening process.

3. Contents of Grant

(1) Amount of each grant

120,000 to 250,000 yen, depending on the venue and other conditions. The grant can be appropriated to flight-fare, registration-fee, accommodation-fee, or related expenses.

(2) Only equivalent to registration-fee raised in the units of 10,000 yen should be paid when the conference is held online or becomes a virtual event.

(3) Grant payment method

In principle, the grant will be transferred to the grant recipient's bank account.

4. Application period

(1) Application period: between July 15 and August 31, 2022

Applicable international conferences (for the second half of Fiscal 2022) are international conferences held outside Japan between October 15, 2022 and April 30, 2023. Conference date including the period shown above is also acceptable.

(2) Projected number of grant recipients: 25

5. Recommendation Procedures

(1) Documents to be submitted

  (i) Recommendation form Excel format

    Download the latest version of recommendation form from our website. Please paste applicant's photo of jpeg file on the cell for photo in the Excel format. In principle, old versions or incomplete recommendation forms will not be accepted.

    https://www.candc.or.jp/jyosei/jyosei_kokusai.html

  (ii) Recommendation form PDF format

    Please send PDF format of the completed document with recommender's personal seal.

  (iii) PDF of selection notice when the paper is officially selected for conference attendance

    In case of the email notice only, please send the PDF of full text of the email including header information.

  (iv) PDF of paper summary

    PDF of the presented paper or equivalent (Attach PDF of an abstract if the paper is not yet written.)

(2) Notes on filling out recommendation form

  (i) Please submit one recommendation form per person.

  (ii) Please fill out all the required items.

  (iii) Recommender should be the academic adviser of the grant applicant.

  (iv) Please fill in the correct address and the contactable phone number and email. Especially, please be very careful if the email is correct.

  (v) Please fill in the conference name and session name which candidate will join, on the cell of international conference name

  (vi) Please write recommendation reasons concisely in a simple style.

  (vii) If the same recommender (that is, the same laboratory) recommends multiple applicants for the same international conference, the recommender must specify the priority order. (The priority order is taken into consideration in the screening process, if necessary.)

  (viii) Please write paper summary and contributions to C&C technologies and the society in a clear style.

(3) Submission of recommendation documents

  Send the above documents only by email to

  kokuron(at)candc.jp.nec.com   *Please replace (at) with @.

Please put your recommender or applicant on CC. Documents sent by postal will not be accepted.

(4) Application deadline

No later than <u>Wednesday, August 31, 2022.</u>

6. Screening process

(1) Our awards committee draws up a short list on the basis of the submitted documents.

(2) The recommenders and grant applicants will be emailed the result <u>by early October 2022</u>.

7. Documents grant recipients must submit

The grant recipients must submit the presented paper (PDF), presentation materials (PDF), a free format report on the conference (PDF), a financial report (Word) and a questionnaire (Excel) after returning home. The format of the financial report and questionnaire should be downloaded from the below website.

https://www.candc.or.jp/jyosei/jyosei_kokusai.html

8. Miscellaneous

(1) Even if applicants receive grants from other organizations to participate in this international conference, they can apply for our grant.

(2) Eligibility is forfeited if the grant recipient changes application details such as the international conference that they will attend or the paper that they will present.
(Slight modification of the paper as a result in review process, can be allowed.)

(3) The following information on grant recipients will be published in our annual report: recipient's name, department and year of study when applied, nationality, paper title, name, period and venue of attended international conference, portrait photograph.
Contact us if this might cause any problem for you.

9. Email address to send the recommendation documents

Email: kokuron(at)candc.jp.nec.com   *Please replace (at) with @

The NEC C&C Foundation

Takashi Miyazaki, Executive Director

10. Contact

The NEC C&C Foundation, Secretariat

Email: kokuron(at)candc.jp.nec.com   *Please replace (at) with @