

元智大學教師申請線上國際會議補助 因應嚴重特殊傳染性肺炎疫情之處理要點

110.07.21 109學年度第 23 次行政會議通過

111.08.03 111 學年度第 1 次行政會議修訂通過

- 第一條 因應嚴重特殊傳染性肺炎疫情，國際會議改以線上方式進行，依「國家科學及技術委員會（簡稱國科會）科研人才國際交流、延攬及研究（習）補助案因應嚴重特殊傳染性肺炎疫情之處理原則」及「元智大學教師申請出席國際會議補助辦法」，訂定本要點。
- 第二條 申請本案補助之教師應於會議舉辦前先向國科會申請經費補助，唯當年度已獲國科會專題計畫並獲核出席國際會議補助者無須另案再向國科會提出申請。
- 第三條 申請線上國際會議註冊費補助之教師應於會議舉辦二週前，備妥下列申請相關資料循行政流程向研發處提出經費補助申請：
- 一、元智大學教師線上出席國際會議註冊費補助申請表。
 - 二、大會正式邀請函或論文被接受之證明文件。
 - 三、大會會議議程。
 - 四、擬發表之論文全文或摘要。
 - 五、未／已獲國科會補助之證明函件或專題計畫項下已補助出席國際會議之核定清單。
- 第四條 本案彈性補助每位教師會議註冊費，每學年補助次數以一次為限，每人每學年最高補助經費不得超過新台幣伍仟元，實際補助經費以實報實銷為原則。
- 第五條 申請線上國際會議註冊費補助之教師應於會議結束後一個月內檢附相關單據（含佐證資料）依本校帳務核銷規定於該補助年度內辦理經費核銷。
- 第六條 本要點將依衛生福利部疾病管制署「嚴重特殊傳染性肺炎中央流行疫情指揮中心」最新發布之防疫措施、旅遊警示等決策而隨之變動調整。本處留有調整之權利，並即時對外公告。

Yuan Ze University (YZU):

Key points on faculty applying for subsidies for online international conferences in response to the Covid-19 pandemic

July 21, 2021: Adopted at the 23rd Administrative Council Meeting, Academic Year 2020

Aug 3, 2022: Adopted at the 1st Administrative Council Meeting, Academic Year 2022

Article 1 In response to the COVID-19 pandemic, international conferences are now conducted online. These key points are established based on the Principles for Dealing with the COVID-19 Pandemic in the Implementation of Subsidies for International Research Talent Exchange, Recruitment, and Research (Training) by the National Science and Technology Commission (NSTC), and the National Yuan Ze University Faculty Application for Subsidies to Attend International Conferences Regulations.

Article 2 Professors applying for funding assistance shall apply for financial support from the NSTC before the conference takes place. However, those who have already received project approval and funding from the NSTC for attending international conferences in the current year do not need to submit a separate application to the NSTC.

Article 3 Professors applying for online international conference registration fee subsidies should prepare the following application-related documents two weeks before the conference. They should submit the funding application through the administrative process to the Research and Development Office:

1. YZU Faculty Online Attendance at International Conference Registration Fee Subsidy Application Form.
2. Official invitation letter from the conference or proof of accepted paper.
3. Conference Agenda.
4. Full paper or abstract of the intended presentation.
5. Letter of proof for (not yet/already) granted funding from NSTC or approved list of attending international conferences under project grants.

Article 4 The flexible subsidy for conference registration fees for each professor in this case is limited to once per academic year. The maximum subsidy per person per academic year shall not exceed five thousand New Taiwan Dollars (NTD). The actual subsidy amount is subject to reimbursement based on actual expenses.

Article 5 Professors applying for online international conference registration fee subsidies are required to submit relevant documents (including supporting materials) within one month after the conference concludes. The financial reimbursement process will be conducted in accordance with the school's accounting procedures during the fiscal year of the subsidy, following the school's reimbursement regulations.

Article 6 These key points will be adjusted in accordance with the latest epidemic control measures, travel advisories, and decisions issued by the Central Epidemic Command Center of the Taiwan Centers for Disease Control under the Ministry of Health and Welfare. We reserve the right to make necessary adjustments and will promptly announce any changes to the public.