PART I

IMU-CDC Individual Travel Support Program

**Grant Reporting Form**

**Itemized Financial Statement\***

\**To be submitted four (4) week after conclusion of the research visit*

Name of Grantee:

Email of Grantee:

Home country:

Dates of research visit:

Host Institution (name, city, country):

|  |
| --- |
| I. Total amount spent for the Research Visit in EUR:       |

The financial statement should contain expenditures in EUR:

|  |  |  |  |
| --- | --- | --- | --- |
| Breakdown of Grant Expenditure  | Invoices to be sent to IMU Secretariat | Local currency (Please specify e.g. 5,000 ZAR) | Total EUR |
| Travel cost (total)* Economic class airfare
* (Public) transport to/from airport (rail or bus between the nearest city where the airport is located and the accommodation of the candidate or the city/town where the host institution is located, if necessary).
* Maximum four (4) Taxi fares may be allowed for travel between home and the airport/railway station (upon arrival and departure).
* Maximum one (1) night (both arrival and departure)
 | yes yes yes  |       |       |
| Visa fee | yes  |       |       |
| Travel insurance charges  | yes  |       |       |
| Basic Living Costs\* (Daily allowance based on living cost of the host country/city) including Public Transport. For an overview go [here.](https://www.mathunion.org/fileadmin/CDC/Grants/Daily%20Allowance.pdf) | No |       |       |
| Accommodation Costs\* (**Only** Guesthouse of the host institution or a rented flat. Hotels are only allowed when host provides a statement indicating that no guesthouses or rented flats are available.) | yes |       |       |

Please note that the grant**cannot** cover any travel costs, accommodation and living costs for requests for additional trips (e.g. to participate in conferences/ workshops) during this time.

Date:

Signature:

Part II

IMU-CDC Individual Travel Support Program

**Activity Reporting Form**

*To be submitted four (4) week after the end of the research visit*

Name of Grantee:

Home Institution And Country Of Grantee:

Name of the Host:

Name of the Host Institution and Country:

Topic of the Research Activity:

Dates spent Center/Host Institution:

The progress report should be a brief (one page) activity report consisting of:

* Summary statement (1-2 sentences) of major outcome of your visit
* Brief description of your research activities during your research visit
* Students and post-doctoral fellows advised
* Joint activities with your host
* Research in progress (as a result from the visit)
* Papers published or in preprint form as a result from the research visit
* Planned future activities as a result of your research visit
* At least four (4) photographs of the supported activity

Please note that the submitted activity report and images will be made publicly available on the CDC website. With my signature I agree that my Activity Report and pictures can be published on the CDC website.

Date:

Signature: