



CIMPA SUPPORT CONDITIONS FOR CIMPA RESEARCH SCHOOLS

Any CIMPA Research School must comply with the guidelines set out below. Failure to do so may result in the cancellation of the school.

CIMPA SUPERVISOR: Once your Research School will be definitely accepted, you will receive an email giving you the name of the CIMPA Scientific Officer who will be the CIMPA supervisor for your school. She/He will give you support and guidance in the organization of the school, she/he will help you in the selection process of foreign participants who will be funded by the school (CIMPA participants), and she/he will represent the CIMPA during your school. The travel expenses of the CIMPA supervisor are funded by CIMPA separately from the budget of the Research School, however her/his accommodation is covered by the budget of the school.

CONTACTS: Besides the CIMPA supervisor, you shall be in contact with the CIMPA staff:

- For any administrative and financial issues (advance and final payouts, sending of letters to participants, ..): Ms. Agnès Gomez (cimpa@unice.fr).
- For communication purpose (advice for your website, social networks,..): Ms. Héra Lamiri (hela@cimpa.info).

BUDGET: The financial support provided by CIMPA should not represent more than $\frac{1}{3}$ of the total budget of the CIMPA Research School. The organizers must seek to secure diversified sources of funding at local and international level, especially for the travel and accommodation expenses of the lecturers. Several possible sources of funding are given in the Annex.

CIMPA SUPPORT: At least $\frac{2}{3}$ of the CIMPA financial support needs to be used for travel and/or living expenses of CIMPA participants (see below). The remaining part of the support can be used to cover other organization costs of the school such as meals and coffee breaks. Housing and travel expenses of the lecturers will be covered by CIMPA support only under exceptional circumstances. In particular, the CIMPA financial support cannot be used to cover travel expenses of lecturers



affiliated in developed countries. The organizers must ask those lecturers to use their own grant or consider other source of funding.

LOCATION: The Research School should better take place within an academic environment. One common, clean and safe, site for all participants is strongly recommended for accommodation. Preferably all meals are taken together, at least those at midday.

PROGRAM: A CIMPA Research School is intended first and foremost for the young mathematicians of the country in which it is held and those from the countries nearby. In consequence, the organizers must pay a lot of attention to the level of the courses which should remain appropriate for all participants and the program must include training sessions. By no means, should the school resemble a conference or a workshop, a few talks can be added to the program, with no more than one hour per day.

LOCAL WEBSITE, COMMUNICATION (and zbMATH): The organizing committee of the CIMPA Research School must set up a website containing of the relevant information of the school: scientific program, schedule, venue, list of participants and registration page. Note that all participants are required to register on the local website of the school. Only those participants applying for CIMPA funding must also apply on the CIMPA registration webpage. All communication material designed for the school should include the logo of CIMPA (which can be downloaded on the CIMPA webpage, in Further Links). For any communication issue, the organizers may contact the CIMPA Communication Officer Ms. Héra Lamiri (hela@cimpa.info). The organizers may apply for free access to zbMATH for the duration of the school, send your request to editor@zentralblatt-math.org.

CIMPA PARTICIPANTS: The CIMPA participants are those participants from neighboring developing countries whose accommodation and/or travel expenses are covered by the CIMPA financial support. Applications of CIMPA-funded participants will be made directly on the CIMPA website. About two months before the beginning of the Research School (the deadline for registration of CIMPA participants is given in the letter), the two organizers and the CIMPA supervisor will select the CIMPA participants. The selection of the candidates takes into account the quality of the candidates and their suitability to the subject and the level of the school, according to their cv, letters of recommendation and letter of motivation. Priority should be given to young mathematicians from close neighboring developing countries. For each selected participant, the



selection committee decides to cover lodging and/or travel costs (an applicant covered for travel should be automatically covered for lodging and all meals). Travel costs beyond 600€ will be covered only under exceptional circumstances. The participant covered for travel will have to purchase their ticket and will be reimbursed after the school by bank transfer. Visas fees can also be covered.

OTHER PARTICIPANTS: Any other participant of the Research School, such as lecturers, local participants, participants from developed countries or any participant not requiring a financial support from CIMPA, has not to apply on the CIMPA webpage.

LODGING and MEALS: An advance payout by bank transfer is possible before the beginning of the school if necessary. In that case, detailed pro forma invoices along with complete bank details of the beneficiaries are required. The final payout will be made upon reception of the original final detailed invoices. To be sent by email and registered mail to CIMPA:

CIMPA
28, Avenue Valrose
Campus Valrose – Bât. Dieudonné II
06108 Nice Cedex 2
FRANCE

For all financial issues, the organizers shall contact Ms. Agnès Gomez (cimpa@unice.fr).

FINAL REPORT: A scientific, administrative and financial report must be submitted (to cimpa@unice.fr) within one month after the school. The financial part must include the list of all financial supports you have received and a table with detailed and total expenses by participant corresponding to CIMPA. The report should also include a complete list of participants, with their institution names, status, and gender. A Final report template is available on the CIMPA website.

NOT ALLOWED:

- Reimbursements for participants living in developed countries (even if their nationality is from a developing country).
- Registration fees to participate in the school.
- CIMPA does not support any activity where the lecturers or speakers receive honorariums.



- Concerning visas, CIMPA will not reimburse tickets in case of failure for obtaining a visa.
- CIMPA will not reimburse any cash subsidy to the CIMPA participants. All reimbursements of accomodation and food expenses will be made upon presentation of global invoices (including at least all CIMPA participants).

ANNEX: List of possible sources of funding

We provide here a non-exhaustive list of international sources of funding where the organizers of the Research School should apply to complete the CIMPA support.

- International Mathematical Union (IMU): <http://www.mathunion.org/cdc/grants/conference-support-program/>
- International Center for Theoretical Physics (ICTP): <http://oea.ictp.it/online/application/sm-apps/>
- Agence Universitaire de la Francophonie (AUF): Organizers are advised to apply for funding from AUF. For this, they should contact the representative of AUF in the region where the school is held, see <https://www.auf.org>. The schools will be announced to the representatives of AUF by official letters of CIMPA.
- Embassies: Each school will be announced to the Embassy of France (or Norway, Spain, Switzerland, provided citizens of those countries are involved in the school) in the country by an official letter of CIMPA. In this way, the organizers will be able to contact the representative of the Embassy in charge of scientific cooperation to apply for support.
- Laboratoires internationaux associés (LIA) and Groupements de recherche internationaux of CNRS: Organizers are encouraged to contact the directors of LIA and GDRI of CNRS in the region for support, see <http://www.cnrs.fr/insmi/spip.php?rubrique59>