IChemE Mining & Minerals Special Interest Group

Post-Graduate Conference Support Grant Program Policy

1. Purpose

The IChemE Mining & Minerals Special Interest Group (M&M SIG) Post-Graduate Conference Support Grant exists to encourage and support emerging researchers (ECRs) and post-graduate students in fields aligned with chemical engineering and the mining and minerals industries. The grant provides financial assistance for eligible students to attend and present their research at relevant conferences.

2. Scope

This policy applies to post-graduate students enrolled in degree programs eligible for IChemE membership who are presenting at conferences relevant to the mining and minerals sector. The grant is administered by the IChemE M&M SIG Committee.

3. Funding Allocation

- The total annual budget for the scheme is GBP 1,000.
- A maximum of GBP 500 per applicant per conference may be awarded.
- Funding is provided as reimbursement for eligible expenses, supported by receipts.
- Eligible expenses include:
    - Conference registration fees
    - Accommodation during the conference
    - Travel costs (e.g., flights, trains, buses, taxis or equivalent)
- Expenses **must be personally incurred** by the applicant.
- The grant **cannot** be used for:
    - Costs paid directly by a university or another organisation
    - Costs for which the applicant will receive reimbursement from any other source

4. Eligibility Criteria

To be considered for funding, applicants must meet all of the following conditions:

- Be enrolled as a post-graduate student in a degree program eligible for IChemE membership.
- Be a listed presenter or speaker at the conference.
- The conference must be assessed by the M&M SIG Committee as relevant to the mining and minerals industry.

5. Application Requirements

Applicants must submit:

- A completed application form (to be developed), including:
    - A brief description of the conference
    - A budget estimate of anticipated eligible expenses
    - Evidence of accepted presentation (e.g., abstract acceptance or program listing)
- Applications must be submitted before the conference takes place.
- Applications will be reviewed and approved by the M&M SIG Committee.

6. Conditions of Funding

Funding will be reimbursed only when all conditions below are met:

- The applicant attends the conference as planned.
- Receipts for all claimed expenses are provided for acquittal.
- The applicant submits:
    - A short-written conference report (a few paragraphs)
    - A photograph of themselves at the conference (for SIG communications and records)
- The applicant acknowledges IChemE M&M SIG support in their conference presentation materials.
- The applicant agrees to deliver a short presentation at the M&M SIG's end-of-year webinar summarising their research and conference experience.
- Reimbursement will be made via direct deposit after acquittal.

7. Assessment and Approval

- Applications will be assessed by the M&M SIG Committee based on eligibility, relevance, and available budget.
- Funding decisions are final and subject to annual budget constraints.
- The SIG reserves the right to prioritise applications based on strategic relevance or timing.

8. Reporting and Record-Keeping

- The M&M SIG will maintain records of all applications, approvals, and acquittals.
- Submitted reports and photos may be used in SIG newsletters, social media, or annual summaries.