

GUIDELINES FOR THE APPLYING FOR ICADTS FOUNDATION FUNDS

Background

ICADTS Foundation will support the collection and dissemination of essential information in the field of alcohol, drugs and traffic safety on a global basis. It is the decision of the Board of the ICADTS Foundation to fund activities if these are organized within the framework of an established ICADTS Working Group or presented by young scientists at ICADTS Conferences.

Criteria for funding a Working Group

Funding would not be provided directly to support the authors of reports but could be used to offset costs of producing the report such as printing, copying, mailing, and secretarial support. Support could be used to cover expenses incurred for meetings to produce the report, specifically limited lodging and per diem expenses. The support will be limited to \$ 250 per person with a total amount not to exceed \$ 2500 per meeting.

Criteria for funding a stipend

To encourage young scientists to develop their knowledge base and experience in different areas of alcohol, drugs and driving, ICADTS has established stipends for those who wish to participate in ICADTS activities but do not have sufficient sources of support. Applicants should submit a request and disclose the following information:

- a. the name of the applicant;
- b. a summary of the applicant's background;
- c. details on the ICADTS activity;
- d. other sources of financing;
- e. letter of recommendation from an ICADTS member

The maximum level of support is \$ 1,000.

Process

Applicants will send their Application for an ICADTS Foundation Grant to the Secretary of the ICADTS Foundation (same as the ICADTS Secretary).

The Members of the Board of the ICADTS Foundation will receive copies of the application within 30 days after receipt by the Secretary.

Members of the Board of the ICADTS Foundation will provide their reports to the Secretary within 30 days after they have received the application.

The Secretary will immediately report the result of the consultations as mentioned above to the Chairman of ICADTS Foundation. Approval of an application for funding requires a majority of votes by the Foundation's Board Members.

In case the proposal is not granted, the Chairman will produce a draft letter to the applicant with the Board's arguments for rejecting the request by the applicant. This letter will be sent to the applicant within two weeks after receipt of the draft by the Board Members, who can express their comments within this period.

The decision by the Board of ICADTS Foundation is not subject to appeal.