



**THE FORENSIC SCIENCE SOCIETY OF MALAYSIA  
(PERTUBUHAN SAINS FORENSIK MALAYSIA)**

(No. Pendaftaran: 0857-08-SEL)

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**TRAVEL GRANTS**

**INTRODUCTION**

The applications for travel grants will be considered at the FSSM Council meetings. The next closing dates for applications are 30<sup>th</sup> September 2012 and 31 December 2012.

**GUIDELINES FOR TRAVEL GRANTS TO ATTEND INTERNATIONAL/REGIONAL CONFERENCE**

1. An applicant must have been a member of at least 3 full years to qualify for travel support.
2. A member must have paid up all his dues (Subscription).
3. Applicants who have a paper/poster accepted at the Conference will be given priority.
4. A grant shall normally not be issued to the same member within 5 calendar years of his last grant.
5. Applications shall be considered three times a year. Closing dates for applications are 30<sup>th</sup> April, 30<sup>th</sup> September and 31<sup>st</sup> December.
6. An applicant must indicate all other sources of funds that he has or intends to apply and its outcome.
7. The maximum amount of grant shall be RM1,000 per applicant.
8. The maximum amount for disbursements as travel grants from the Society's funds shall be RM3,000 per calendar year or such sum as decided by the Council. This shall not include travel expenses for official representation at meetings by invitation
9. In the selection for travel grants, the Council shall take into account the member's participation in FSSM activities (committees, Council, attendance at FSSM Conferences/Seminars/Talks, etc.), and the quality of the paper to be presented. Priority will be given to those who have presented a paper in at least one function of FSSM in the last three (3) years to qualify for the Travel Grant.
10. In the selection of applicants, the Council shall give due consideration to applicants from various fields/circles (Universities, government, statutory bodies and industry).

11. The successful applicant shall submit a written report of the Conference to the Council within one month of his return from the Conference.
12. A sum of 75% of the approved travel grant will be released to the successful applicant prior to the conference/seminar. The remaining 25% of the approved grant shall be released after submission of the report, and a full financial statement.
13. The application shall be made on an official application form available from the FSSM Secretariat or website.
14. The Council reserves the right to publish the full paper or an abridged version in the Malaysian Journal of Forensic Science.