



State Subsidy For Conferences

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Funding a conference

- Start drawing up the budget and planning for the conference as soon as possible
- When planning the budget, be thorough and realistic
- Depending on the situation consider using professional help
- You are not alone, there are many tools for planning and many sources for funding



Funders (1)

- Look in good time for possible sources
- Many possibilities:
- Aurora database, funding opportunities in sciences, arts and culture.
- State subsidies
- Finnish Safety and Chemicals Agency
- Academy of Finland



Funders (2)

- Horizon 2020
- Exhibitors
- Companies: sponsoring, advertising
- City: sponsoring of a reception etc.



Help for organizing

Other than financial help

- Convention Bureau (FCB and local)
- Professional conference organizer
- University's conference services
- Colleagues with according experience



Aurora

- www.aurora-tietokanta.fi
- Maintained by the University of Turku
- Not for applying for funds,
- But a tool for searching for funders
- Over 800 Finnish and Foreign funders
- Mainly foundations, but also other institutions



About state subsidies (1)

- Every year about 780 000 euros to dispense
- In 2016
 - 127 persons received subsidy.
 - Ca. 25% of all applications rejected
 - Average amount of subsidy ~6000 euros
 - Smallest grant 1,5%, biggest 30% of total budget
- Biggest grant 40 000 euros
- Smallest grant 500 euros



About state subsidies (2)

- The amount of state funding depends among other things on the conference's size, duration and the number of foreign participants.
- The allocated state funding can be maximum 30 % of the total budget of the conference
- Significant part of the budget has to be covered with registration fees



Funding can be granted for:

- Priority is given for recurrent events of international scientific organisations, organized in Finland
- Travelling expenses of foreign keynote speakers
- For international conferences also venue rent, conference secretary and communication
- Use of a PCO is acceptable
- Funding can be granted for the following three years
- Conference to be open to scientific community



No funding granted for: (1)

- National seminars with out foreign speakers
- Internal seminars of research projects
- Annual general meetings of international associations
- Conferences outside of Finland
- Researcher training courses and summer schools
- Conference preparations in their preliminary stages without a program, a budget and any information on the invited speakers



No funding granted for: (2)

- Travel expenses for speakers from Finland
- Print expenses (e.g. conference abstracts)
- Dining and social events
- Travel expenses, if travelling from Finland to a conference abroad
- As a rule, honorarium for speakers
- If the conference is already over, when the decision on the application is taken



Application process

- 2 calls for applications – in October and in February
- Applications are submitted in the Federation's online services
- Using the online services requires registration
- It is possible to apply for state subsidy for the same conference more than once.



Content of the application

- Applicant has to be a natural person, no association
- Application should show that funding is secured
- A short description on the significance of the event to the field of research, to the Finnish and the international research community
- As attachments are required: budget, conference program and information on the invited speakers



New application portal (1)

Tsv portal test - Mozilla Firefox

Tiedosto Muokkaa Näytä Sivuhistoria Kirjanmerkit Työkalut Ohje

Tsv portal test

https://avustukset-dev.tsv.fi

TIETEELLISTEN SEURAIN VALTUUSKUNTA
VETENSKAPLIGA SAMFUNDENS DELEGATION
FEDERATION OF FINNISH LEARNED SOCIETIES

LANGUAGE

English

Suomi

Svenska

Login

TSV grant application portal

Application types

(english) Julkaisu- ja kansainvälinen toiminta

info

(english) Kansainväliset konferenssit ja kansalliset seminaarit

info

9:35
22.8.2018



New application portal (2)

- The new application system should be easier to use.
- All applications are made in the same system.
- You must register separately for each type of grant (conferences, sports, etc.), but you can use the same e-mail address.
- New message function: the contact between applicant and case officer will be handled via this channel.



New application portal (3)

Tsv portal test - Mozilla Firefox

Tiedosto Muokkaa Näytä Sivuhistoria Kirjanmerkit Työkalut Ohje

Tsv portal test

https://avustukset-dev.tsv.fi/external/application/myapplications

Haku

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LANGUAGE

English

Suomi

Svenska

APPLICANT

Home

My applications

Messages

My Profile

Logout

No applications found

11:42
22.8.2018



New application portal (4)

- **Old accounts will no longer function!**
- In the new application system, registration will be handled automatically.
- You can see only the applications for the specific grant type, you are logged in to.
- Applicants themselves can determine the language and edit all the information.



New application portal (5)

Tsv portal test - Mozilla Firefox

Tiedosto Muokkaa Näytä Sivuhistoria Kirjanmerkit Työkalut Ohje

Tsv portal test

https://avustukset-dev.tsv.fi/external/register/2

TIETEELLISTEN SEURAIN VALTUUSKUNTA
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FEDERATION OF FINNISH LEARNED SOCIETIES

LANGUAGE

English

Suomi

Svenska

Login

Register account - (english) Kansainväliset konferenssit ja kansalliset seminaarit

Applicant information

Last name *

First name *

Title or position *

Institution *

Community homepage (Optional)

11:47
22.8.2018



New application portal (6)

The screenshot shows a Mozilla Firefox browser window with the title "Tsv portal test - Mozilla Firefox". The address bar displays the URL "https://avustukset-dev.tsv.fi/external/registersuccess". The page content includes the organization's logo and name: "TIETEELLISTEN SEURAIN VALTUUSKUNTA VETENSKAPLIGA SAMFUNDENS DELEGATION FEDERATION OF FINNISH LEARNED SOCIETIES". On the left, there is a language selection menu with options for "English", "Suomi", and "Svenska", along with a "Login" button. The main content area displays a "Registration successful" message, stating "A one-time-use password has been sent to along with logininstructions." and a "Back to main page" button. The Windows taskbar at the bottom shows the time as 11:34 on 22.8.2018.



What is a good application like?

- Clear and informative
 - Although the planning of the invent is still in progress, clear assessment of eg. costs and number of participants
- Thoroughly drawn up
 - Pay special attention to drawing up the budget
 - Take into account for the budget also output without financial compensation, both in the expenses and income.



More about a good application

- Important: choose a contact person with the necessary knowledge about the application, who we can get hold of.
- Make sure, that the contact details given in the application, including the email address, are correct.
- Remember to inform us, if there are changes concerning the contact information.



After the deadline

- Decisions are made 3 times a year: in December, February and May
- Every applicant is informed about the decision
- Contract is made about the use of subsidies
This is a private law contract, which is made according to the Act on Discretionary Government Transfers.
- After signing the contract, the granted amount can be transferred.



Reporting (1)

- Electronic report must be submitted within six months after the conference
- Should be based on financial statements
- Income statement and balance sheet are send as attachment to the report
- In the report includes an account on the results of the conference
- The subsidy may used only for those purposes mentioned in the decision letter



Reporting (2)

- If the grant or a part of it is not needed, it has to be returned.
- If the the grants procentage of the budget exceeds 30%, this part has to be returned
- If the income of the conference exceeds the expenses, an amount equaling the received aid will be invoiced.



Reporting (3)

- New practice regarding the 30%-limit:
 - From now on, the limit is at exactly 30% of the total budget. Even small excesses are no longer allowed.
- If there are changes to the original budget, the Federation has to be informed immediately, for the decision on the subsidy to be adjusted
- Failure to inform may cause the return of the whole subsidy



Further information

- Questions concerning registration ja transfer of the grant:
 - Administrative assistant Kirsi Siitonen, tel. 09-228 69 225
- Questions concerning application process:
 - Head librarian Georg Strien, tel. 09-228 69 238
- <https://www.tsv.fi/en/grants/state-subsidy-organizing-international-conferences-and-national-seminars>