

How to make my "Scientific Exchanges" budget?

Event

- | | |
|---|--|
| 1. Decide the duration of the event | 1-5 days |
| 2. Determine the number of funded participant and where they will travel from | Max. 2 funded participants per half day of the event |
| 3. Calculate the travel budget for each funded participant | Please find the detailed list on page 2 |
| 4. Calculate the budget for room and board expenses per participant | Max. CHF 200/overnight stay/participant |
| 5. Verify that the requested amount fits into the allowed range | Min. CHF 2'500 - max. CHF 25'000 |
| 6. Submit the budget | |

Visit

- | | |
|---|--|
| 1. Decide the duration of the visit | Min. 1 month - Max. 6 months |
| 2. Calculate the travel budget | Please find the detailed list on page 2 |
| 3. Calculate the budget for room and board expenses | We accept amounts of up to CHF 3'000 per month (CHF 3'500 for *lower-income countries). For a visit ending and/or starting during a month, the lump sum must be calculated pro rata to the monthly amount (e.g. for a visit lasting 70 days (2 months + 10 days), the contribution will amount to a maximum of $(2 \times 3'000) + (10/30 \times 3'000) = 7'000$). For the calculation, please always consider that a month has 30 days. |
| 4. Verify that the requested amount fits into the range | Min. CHF 2'500 - max. CHF 25'000 |
| 5. Submit the budget | |

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[click here to open the list of lower-income countries \(this includes the countries listed under "Least Developed Countries", "Other Low Income Countries" and "Lower Middle Income Countries and Territories"\)](#)

Continent	Region	Max. budget allowed
North America	<i>East</i>	Max. CHF 1'200
	<i>West & center</i>	Max. CHF 1'500
Central America		Max. CHF 1'500
South America		Max. CHF 1'600
Europe		Max. CHF 500
Africa	<i>Maghreb</i>	Max. CHF 700
	<i>Western, central & eastern</i>	Max. CHF 1'200
	<i>Southern</i>	Max. CHF 1'500
Asia	<i>Middle East Caucasus Western Russia</i>	Max. CHF 700
	<i>South and central</i>	Max. CHF 1'200
	<i>Southeast and east</i>	Max. CHF 1'500
Oceania		Max. CHF 2'000