



Wenqing Hu <huwenqing.pku@gmail.com>

Decision on Your 2018 ICM Travel Support Application

Kim Kuda <kak@ams.org>

Tue, Feb 13, 2018 at 1:49 PM

To: "huwenqing.pku@gmail.com" <huwenqing.pku@gmail.com>

Cc: Kim Kuda <kak@ams.org>

Dear Wenqing Hu:

See, below, a communication from Dr. T. Christine Stevens containing the result of your application for funding of your travel to the International Congress of Mathematicians in Rio de Janeiro, August, 2018.

A reply is needed (within three days if possible) directly to me by return email. Please let me know if you have any questions.

Kim Kuda
American Mathematical Society

Wenqing Hu
Missouri Univ of Science &Tech
400W 12th St Rolla Bldg
Rolla MO 65409

February 13, 2018

Dear Colleague:

I am pleased to inform you that pending your reply to this message, the American Mathematical Society is now prepared to award you an amount up to \$3300 for partial travel reimbursement for your attendance at the International Congress of Mathematicians in Rio de Janeiro, Brazil, in August of 2018. In order to complete the award process, PLEASE REPLY TO KIM KUDA AT [KAK@AMS.ORG](mailto:kak@ams.org) AS SOON AS POSSIBLE, indicating your acceptance of this award. Upon acceptance of this award, you will receive a separate email with your TRAVEL VOUCHER attached.

It is especially important to let us know immediately (within three days) if you are unable to accept the award, so that we may reallocate the funds to those on our waiting list.

If you have alternative sources of support and will not need the full amount of your award, please indicate the amount you will need in your reply. Any funds subsequently made available will be used for applicants on the waiting list. If there are exceptional circumstances which make it impossible for you to attend ICM2018 at this award level, then please write to Kim Kuda (kak@ams.org). While availability is not guaranteed, we will work to find additional funds.

You are responsible for making your travel arrangements to the Congress, as well as making your registration. Funding for this program has been provided by the National Science Foundation. NSF regulations require that you use a U.S. carrier if NSF funds are applied toward the cost of air travel.

Reimbursement of expenses is allowed for the following after the travel has been made; and upon receipt of the completed travel voucher:

- . Air fare and ground transportation to/from airports only
- . Preregistration at the Congress
- . Room and board expenses will be paid at a per diem rate of \$290 for the following nights where you can provide evidence that you were in Rio de Janeiro:

July 31, August 1, 2, 3, 4, 5, 6, 7, 8, 9 ONLY.

To be reimbursed under this program you must include a photocopy of your badge or a certificate of attendance along with the completed and signed travel voucher, and receipts for all transportation and registration expenses, after the congress. By accepting this award you are committing yourself to provide a very brief, 2-question final report after your

trip is completed; this form will be attached to the voucher.

Best wishes for safe and productive travels.

T. Christine Stevens

Associate Executive Director
American Mathematical Society

Kim Kuda
Senior Program Coordinator
+1 401.455.4096 (t)

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Wenqing Hu <huwenqing.pku@gmail.com>

Your ICM 2018 Travel Voucher

Kim Kuda <kak@ams.org>
To: "huwenqing.pku@gmail.com" <huwenqing.pku@gmail.com>
Cc: Kim Kuda <kak@ams.org>

Wed, Feb 14, 2018 at 7:20 AM

Dear Wenqing Hu:

Attached is your voucher for the upcoming ICM 2018 (August 1-9, 2018) in Rio de Janeiro, Brazil. This voucher is to be used in requesting reimbursement for your travel expenses up to \$3,300.

Please review this voucher before purchasing your air ticket and attending the Congress and become familiar with the items that are reimbursable. In particular, please note that you must provide a copy of your ICM registration badge when you submit your voucher. If you have any questions or need clarification on anything, please contact me at kak@ams.org. Be sure to read the instructions on the second page as well as the Open Skies Agreements regarding any exceptions to the U.S. Flag Carrier rules that might pertain to your circumstances. Finally, be sure to return the completed feedback form regarding your ICM experience when you return your voucher for payment after the trip.

Funds from this NSF grant are to be used for reimbursement of travel expenses incurred in connection with your attendance at ICM2018; this reimbursement will only be available after your travel has ended and only by using the provided voucher.

If your circumstances have changed and you are unable to attend ICM2018, please let me know immediately. There is still time for us to reallocate funding to persons on the waiting list. Also, if you know that you will require less reimbursement than your award (\$3,300), please let me know soon so that we can help additional travelers.

Please accept my best wishes for a safe and productive trip.

Regards,

Kim Kuda

Kim Kuda
Senior Program Coordinator
+1 401.455.4096 (t)

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 **ICMvoucher.pdf**
121K

American Mathematical Society
 Professional Programs Department
 201 Charles Street
 Providence, RI 02904-2294

Hu, Wenqing

Attn: KAK

Please return by email (along with scanned receipts)
 before September 15 to:
 Kim Kuda, AMS
 kak@ams.org

Travel Expense Voucher

International Congress of Mathematicians, August 1-9, 2018, Rio de Janeiro, Brazil

Your check will be mailed to the following address within 4 weeks (correct if necessary):

Wenqing Hu
 Missouri Univ of Science & Tech
 400W 12th St Rolla Bldg
 Rolla MO 65409



Attendance at ICM included the following nights' stay in Rio de Janeiro (check all that apply):

July 31 Aug 1 Aug 2 Aug 3 Aug 4 Aug 5 Aug 6 Aug 7 Aug 8 Aug 9
 (these are the only allowable nights)

Please list your actual expenses, and do not include expenses which will be reimbursed from other sources.

Office use only

1. **Travel:**

Air or rail travel (include copy of ticket, which must show paid amount)..... US\$ _____

Ground transportation to/from airports only (receipts are required):
 including taxis OR mileage + tolls/parking..... US\$ _____

2. **Living expenses at ICM 18 (paid only up to the per diem rate of \$290/day)**

Days of attendance (# from boxes checked above) _____ x US\$290/day US\$ _____
 (if less was spent, request only actual spent)

3. **Registration at ICM 18 (attach copy of preregistration acknowledgment from ICM showing the price paid).** US\$ _____

4. **Visa fees (attach receipt).**..... US\$ _____

INCLUDE COPY OF BADGE TOTAL expenses from lines above US\$ _____

Total travel grant award available \$3,300 Total amount claimed: US\$ _____

I certify that the expenses I have incurred by attending the meeting, listed above, are correct and proper and are not less than the amount claimed. None of these expenses are being reimbursed from another source. Alcohol and any tax on alcohol are not included.

Date: _____ Signature: _____

You are advised to retain a copy of this voucher and all receipts for possible inspection by the IRS.

Verification of documentation and calculation of expenses done by:		Authorized amount:	\$ _____
_____ date: _____	Approved by: _____ date: _____	59302-3255-037 ICMT/GENL	

Instructions

1. **Travel** – *(If the flight includes a stay in another location, reimbursement will not exceed the lowest cost airfare and a sample direct air itinerary showing the lowest available price MUST be produced at least 2 weeks prior to start of travel). Receipts are required.*

· **By air**, the grant covers your round-trip economy class airfare through a U.S. air carrier or a non-U.S. carrier included in the *Open Skies* agreement. Airline ticket MUST be purchased at least **two weeks in advance**. **If your trip includes an additional destination(s) you must submit a sample air itinerary**, printed at the same time your reservation was made, representing what the lowest cost fare would have been without the extra destination, and submit with your actual itinerary/receipt and your voucher. Be sure both itineraries show the **class of economy fare**. No flight change fees will be reimbursed. Should you anticipate travel to Rio de Janeiro by a means other than flight, please seek prior approval through Kim Kuda, kak@ams.org.

· Reasonable **ground transportation** costs may be included for travel TO AND FROM AIRPORTS ONLY. No other ground transportation and no car rentals will be covered.

2. **Living Expenses** – Request actual living expenses only up to the \$290 daily maximum (alcohol and related tax are not reimbursable and should not be included in your total). Put on the “amount claimed” line only the amount you want reimbursed (do not ask for more than available award amount). Do not attach receipts or itemization of this line. Attach a hotel bill only if needed to prove the length of stay (in most cases travel ticket will prove # of nights). LIMITED TO THESE NIGHTS: July 31, August 1, 2, 3, 4, 5, 6, 7, 8, 9 ONLY. A full per diem is allowed for days ending in a nights’ hotel stay. Any remaining travel days are not covered.

3. **Registration** - provide a receipt showing registration fees paid for ICM 2018. Because a badge or certificate of authorization is required, no travel expenses can be approved for unregistered individuals.

4. **Visa fees** - if a government visa must be issued for you to travel, the fee charged may be included in your travel voucher. Attach receipts.

Not reimbursable: Any airfare other than Economy class, fees for early check-in, excess charges for airline tickets not purchased at least 2 weeks prior to start of travel, travel agency fees, excess baggage charges, ticket change charges if for personal reasons (except if plans are changed due to illness or emergency), flight insurance, room charges in excess of the single rate, laundry, health club fees, in-room movies, alcohol plus alcohol-related tax, any other expenses determined to be unallowable under the terms of the NSF grant.

Return this voucher in email to Kim Kuda, kak@ams.org, along with all required receipts by September 15, 2018.

Questions?

Kim Kuda, AMS

kak@ams.org

401-455-4096

Fly America Act and Open Skies Agreements

The information below will help you as you make your travel plans.

Generally if a traveler is traveling on funds provided by the United States government, he/she must use a U.S. flag carrier (an airline owned by an American company), **regardless of cost or convenience.**

If you are scheduling international travel that is federally funded, you must ensure that all flights, where possible, are scheduled on U.S. flag carriers or on foreign air carriers that code share with a U.S. flag carrier. Code sharing occurs when two or more airlines "code" the same flight as if it was their own. In other words, a U.S. airline may sell a seat on the plane of a foreign air carrier; this seat is considered the same as one on a plane operated by a U.S. flag carrier. Compliance with the Fly America Act is satisfied when the U.S. flag air carrier's designator code is present in the area next to the flight numbers on the airline ticket, boarding pass, or on the documentation for an electronic ticket (passenger receipt). For example, Delta has a code share agreement with Air France to Paris, France. If the boarding pass or e-ticket identifies a flight as DL###, the requirements of the Federal Travel Regulations would be met, even if the flight was on an Air France airplane. If however, the boarding pass or e-ticket identifies the flight as an AF###, then the requirements of the Federal Travel Regulations would not be met.

Exceptions to the Fly America Act

1. The Open Skies Agreements are the biggest exceptions to the Fly America Act.

On October 6, 2010, the United States and the European Union (EU) "Open Skies Air Transport Agreement" was published by the U.S. General Services Administration providing full explanation of the multilateral agreement in place so that qualifying travelers, whose travel is supported by federal funds, may travel on European Union airlines as well as U.S. flag air carriers. There are also Open Skies agreements with Australia, Switzerland and Japan.

What do these Open Skies Agreements mean to you?

European Union: When traveling to a destination serviced by a European Union airline, MCA travelers flying on a federal grant can fly on either a U.S. flag carrier or a EU (European Union) airline. **Australia:** MCA travelers using federal dollars can use an Australian airline only if point of origin/destination is either in the US or Australia.

Switzerland: MCA travelers using federal dollars can use a Swiss airline only if point of origin/destination is either in the US or Switzerland. **Japan:** MCA travelers using federal dollars can use a Japanese airline only if point of origin/destination is either in the US or Japan.

2. Involuntary Rerouting

Travel on a foreign-flag carrier is permitted if a U.S. flag carrier involuntarily reroutes the traveler via a foreign-flag air carrier, notwithstanding the availability of alternative U.S. flag air carrier service.

3. Travel To and From the U.S. - Use of a non U.S. flag air carrier is permissible if the airport abroad is:

a. The traveler's origin or destination airport, and use of U.S. flag air carrier service would extend the time in a travel status by at least 24 hours more than travel by a foreign flag air carrier; or

b. An interchange point, and use of U.S. flag air carrier service would increase the number of aircraft changes the traveler must make outside of the U.S. by two or more, would require the traveler to wait four hours or more to make connections at the point, or would extend the time in a travel status by at least six hours more than travel by a foreign-flag air carrier.

4. Travel Between Points Outside the U.S. - Use of a non U.S. flag air carrier is permissible if:

a. Travel by a foreign-flag air carrier would eliminate two or more aircraft changes en route

b. Travel by a U.S. flag air carrier would require a connecting time of four hours or more at an overseas interchange point

c. The travel is not part of the trip to or from the U.S. and use of a U.S. flag air carrier would extend the time in a travel status by at least six hours more than travel by a foreign flag air carrier.

5. Short Distance Travel

For all short distance travel, regardless of origin and destination, use of a foreign flag air carrier is permissible if the elapsed time on a scheduled flight from origin to destination airport by a foreign-flag air carrier is three hours or less and services by a U.S. flag air carrier would double the travel time.

