



March 16, 2021

To: Academic Staff Members

From: Adv. Vardit Raz-Toledano, Head Office for Academic Staff

Greetings,

**Re: Change in the Procedure of International Scientific Exchanges Fund**

I would like to draw your attention to a change in the procedure of ISCF (International Scientific Connections Foundation), made in accordance with a management decision dated 12.8.2020, within which the use of the ISCF was approved for research expenses under certain conditions.

The arrangement is detailed in Section 5.4.8 of the procedure, according to which up to 20% of the annual ISCF allowance may be transferred to a budget used for research financing under the following conditions:

1. Transfer will be made once a year to an institutional research budget.
2. Transfer will be approved provided that there is a positive balance in the ISCF prior to the transfer amounted by one year of deposit at least.
3. The amount will be transferred following deduction of vat, as well as an overhead of 10%.
4. A transferred budget may be used for the following purposes: purchasing a laboratory device, software or hardware, a personal computer (a computer may be purchased once every two years), paying a scholar fee, consumable materials for research, paying subscription fees for scientific and professional journals, translating and editing professional literature and paying for scientific publication in categorized journals, covering the cost of monthly internet surfing in the researcher's home (ADSL), including permanent IP if required, and giving reimbursement for purchasing a router for a onetime cost (unrented).
5. The staff member may not order to pay salaries for himself and/or any other financial benefit for himself as part of a research budget account. The funds accumulated in this budget do not qualify for additional research, may not be redeemed upon work termination, and may not be returned to the ISCF account. As well, these funds are not inheritable.

A request for transfer will be submitted according to the form in Appendix B of the procedure, hereby attached for your convenience.

The form will be sent to Hila Geseindman, Coordinator of the Scientific Connections Foundation in the Accountancy Department, by email: [travel1@technion.ac.il](mailto:travel1@technion.ac.il).

Kind Regards,

Vardit Raz-Toledano, Adv.

Head Office for Academic Staff