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**Conference Travel Grants**

Bellagio conference participants may be eligible to apply for a travel grant to cover the cost of a roundtrip, economy fare flight from the home country to Milan, Italy. Airfare assistance is prioritized for those from developing countries and those who would not otherwise be able to attend without travel assistance. Please note: It is the responsibility of every participant to confirm with their respective consular agency to determine if a visa is needed for Italy. IIE cannot assist in securing a visa.

**Application Process:**

The Institute for International Education (IIE) administers the Bellagio Center’s travel grants and makes all decisions regarding participants’ travel grant eligibility. Travel grants cover round-trip economy airfare for eligible Bellagio conference participants; funds may not be used to cover costs related to visas, ground transportation, hotels, or airport transfers. If you conference proposal is approved, you should contact Ms. Nancy Scally at [NScally@iie.org](mailto:NScally@iie.org) or +1-212-984-5342 at least three months before the meeting’s start date to discuss possible travel grant opportunities.

You will need to submit the enclosed Tentative Conference Participant List below with the following information:

* The names of all expected conference participants
* Each participant’s nationality
* Anticipated city/country of departure
* Each participant’s title and affiliated organization
* Role and contribution to conference
* Eligibility for travel grant based on the shared information

IIE will review the list and inform the conference organizer if travel assistance will be granted. If approved for travel assistance, IIE with its travel vendor can assist participants in booking air travel arrangements if needed.

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|  | **First Name** | **Surname** | **Nationality** | **Departure City** | **Title & Affiliation** | **Role and/or contribution to conference** | **Likely to be eligible for Travel Grant? (Y/N)** |
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**Second-level Invitations (in case your group is assigned a 22-person meeting space)**

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|  | **First Name** | **Surname** | **Nationality** | **Departure City** | **Title & Affiliation** | **Role and/or contribution to conference** | **Likely to be eligible for Travel Grant? (Y/N)** |
| 20. |  |  |  |  |  |  |  |
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