

## SICSA Cyber Nexus: Distinguished Visiting Fellow Guidelines

The SICSA Cyber Nexus can provide funding for Scottish Informatics and Computing Science academics to host Distinguished Visitors from the UK and abroad, for any period of time, up to a maximum of 6 weeks. Visitors can be from academia or industry and should be working in the Cyber Security or Cyber Resilience domains. The Proposer(s) should be researchers associated with SICSA – i.e. any ICS academic working in a SICSA member institution. If more than one academic is involved in proposing the visit, a lead proposer should be identified to submit the bid.

The scheme is designed to provide wider benefits for the Scottish research community including: mentorship, access to new academic and industrial partners and the development of new research programs with other academic institutions or businesses.

### Conditions of Funding

- All visitors must present at least one seminar which is open to all members of the SICSA community.
- All visitors must visit at least two SICSA institutions during their stay.
- SICSA Funding can only be applied to the travel, accommodation and subsistence costs for the named visitor. Travel partners and dependents must be funded from other sources, where applicable.
- In order to allow SICSA to gain maximum value and to build on visits, proposers should write a short (approx. 300 word) report on the visit. This should detail the activities undertaken, the links/collaborations that have been created and/or enhanced and, importantly, activities or actions which are planned as a result. Payment may not be made until this has been received.
- SICSA must be notified of all planned activities in advance to allow students from across SICSA every chance to attend. Details should be sent to [admin@sicsa.ac.uk](mailto:admin@sicsa.ac.uk) as early as possible, prior to the visit.

### Costing a Proposal

The following standard rates should be used when costing your proposal in your application.

#### Travel costs:

Visitors from the UK: £160 for a return journey

Visitors from Europe: £300 for a return journey

Visitors from North America: £600 for a return journey

Visitors from Asia, Australasia, South America, etc.: £1000 for a return journey

Travel between SICSA institutes: up to £100 in total for the duration of the visit.

Travel should be by means of the most economical form of transport available, i.e. if public transport links are good, taxi fares will not be eligible.

### Accommodation and subsistence:

SICSA will contribute up to £700 a week towards accommodation/subsistence costs. All receipts must be provided.

### Worked Example: 4 week visitor from Germany

|                             |       |
|-----------------------------|-------|
| Return Travel               | £300  |
| Internal Travel             | £100  |
| Accommodation & Subsistence | £2400 |
| Total                       | £2800 |

### Planning the visit

Once your application proposal for your distinguished visitor has been accepted by the board, please follow these guidelines to ensure your visit meets our requirements.

- Details of visits (and associated events such as seminars and presentations) should be emailed to [admin@sicsa.ac.uk](mailto:admin@sicsa.ac.uk) at least one month in advance. This information will be made available via the SICSA web pages and will give the opportunity for members of the SICSA community to see who is attending and to plan possible interaction with them.
- The proposer is responsible for all aspects of arranging and co-ordinating the visit; including ensuring accommodation and visitor access at institutions has been arranged in advance of their arrival. The SICSA administrative team are not responsible for any part of this process.

### Application Process

- Applicants should apply using the relevant downloadable form provided and return to [admin@sicsa.ac.uk](mailto:admin@sicsa.ac.uk). Deadlines for funding fall on the last day of each calendar month.
- After submission of the form, the proposal will be considered by a panel of reviewers from the SICSA Cyber Nexus Board and the outcome will be announced within 4 weeks.

If you have any questions about SICSA Cyber Nexus Distinguished Visiting Fellow funding, please contact [admin@sicsa.ac.uk](mailto:admin@sicsa.ac.uk).