

# **National Synchrotron Radiation Research Center Regulations for the Application and Subvention of Beamline Experimental Proposal**

1. These regulations are made in response to "Procedures and Administration for the Application and Subvention of Beamline Experimental Proposal" (hereafter referred to as the Procedures).
2. According to the 9th article in the Procedures, subvention regulations for beamline experimental proposals (hereafter referred to as the proposals) conducted at different institutions are listed on 2.1 and 2.2, respectively, as following.

## 2.1 Experimental location in Taiwan:

2.1.1 Subvention is provided to the experiment members listed below, excluding the principal investigator (hereafter referred to as the PI). The non-part-time project assistants and the post-doc researchers, whose salaries are paid by NSRRC, are ineligible for subvention.

2.1.1.1 Post-doc research fellows.

2.1.1.2 Research assistants.

2.1.1.3 Students who register at universities.

2.1.1.4 Members of domestic affiliations, who participate in projects of overseas PI.

2.1.1.5 Recipients of the NSRRC scholarship related to synchrotron radiation research, including doctoral candidates and program students.

The applicants for subvention (hereafter referred to as the applicants) must be included in the member list on the Experimental Safety Approval Form, and sign on the attendance record in the storage ring every day during each beamtime schedule, both of which are indispensable for subvention approval. If the applicant does not sign in person, subvention during the beamtime is disapproved.

2.1.2 Subvention for each beamtime schedule and each beamline is limited to 4 applicants per day. Double subsidy for a single experiment day by the same applicant is strictly forbidden. In case applicants receive double subsidy, the additional subsidized amount should be returned to NSRRC.

2.1.3 Items for subvention:

2.1.3.1 Transportation: Each applicant is offered the subsidy of the round-trip ticket fare of the Tze Chiang train from the applicant's affiliation location to Hsinchu.

2.1.3.2 Meals and miscellaneous: Allowance is approved on the basis of

the actual experiment days. The amount for one day is NT\$200.

2.1.3.3 Accommodation: Applicants, whose affiliations are not in Hsinchu, are provided NT\$300 per day for accommodation subsidy if the original invoices/receipts for accommodation are provided.

2.1.4 Application process: Applicants must apply for subvention on User Portal and print out the subvention forms. The forms together with the related invoices/receipts should be handed in to the User Administration & Promotion Office after approved and signed by both PI (or experimental investigator) and the beamline spokesperson in order.

2.1.5 Application period: For those whose beamtime schedules are arranged before November 19th, the original subvention forms and the required invoices/receipts should be submitted within 30 days after experiment. For those whose beamtime schedules are between November 20th and December 19th, all documents should be submitted before December 20th. For those whose beamtime schedules are between December 20th and the last day of the 3rd cycle, all documents should be submitted by the last day of the 3rd cycle. The required documents submitted after the above due dates are not accepted.

2.1.6 Principles for subvention during the accidental shutdown period: Subvention is provided based on the operation schedule offered by the Control Room. If the shutdown period starts after 12:00, subvention is provided as the above normal regulation; if the shutdown period starts at or before 12:00, subvention is not provided; however, free accommodation at the NSRRC guest house on that day can be applied if needed.

2.2 Experimental location at SPring-8, Japan:

2.2.1 Subvention is provided to actual experiment members, including the PI.

2.2.2 The number of subsidized members is decided on the number of beamtime days as the following guideline. The subvention for one-day beamtime is provided up to 2 members. The subvention for two-to-three-day beamtime is provided up to 3 members. The subvention for more-than-four-day beamtime is provided up to 4 members. If more than the limited number for subvention is required, please make a special request to User Administration & Promotion Office at least two weeks before the beamtime starts. The additional members on request have to be approved by NSRRC director or the authorized person.

### 2.2.3 Items for subvention:

2.2.3.1 Passport application: Passport renewal or first-time passport application fee.

2.2.3.2 Visa application: Visa renewal or first-time visa application fee.

2.2.3.3 Insurance: The insurance rate with the benefit amount of NT\$4 million.

2.2.3.4 Airfare: Direct flight and economy class between Taiwan and the nearest airport around SPring-8.

2.2.3.5 Transportation: Subsidy includes the transportation fare in Taiwan (up to round-trip Tze Chiang train ticket fare from the applicant's affiliation location to the airport) and abroad (round-trip ticket fare between the airport and SPring-8; the subsidized ticket fare of Shinkansen is the non-reserved seat rate). In case travel by taxi is a must, the reimbursement of the taxi fare for each proposal is up to 4 trips, including 2 trips in Japan (round trip between Aioi and SPring-8) and 2 trips in Taiwan (round trip between the users' affiliation location and Taoyuan airport).

2.2.3.6 Accommodation: Subsidy is provided on the basis of the actual experiment days (3 shifts are counted as 1 day; less than 1 day is counted as 1 day) and the previous day before the experiment. The days counted should be listed on the invoice/receipt and the subsidized rate is no higher than the SPring-8 guesthouse room rate.

2.2.3.7 Meals and miscellaneous: Allowance is provided on the basis of the actual experiment days (3 shifts are counted as 1 day; less than 1 day is counted as 0.5 day) and 1 additional day (for the periods for transportation). Each day is provided US\$60.

Subvention for the items 2.2.3.1 to 2.2.3.6 listed above is offered only if original invoices/receipts are provided.

The currency exchange rate is based on the bank slip provided by the applicant or the spot/selling rate announced by Bank of Taiwan on the working day prior to the departure date.

2.2.4 Application process: Applicants must apply for subvention on User Portal and print out the subvention forms. The forms together with the related invoices/receipts and the e-version of experimental reports should be handed in to the User Administration & Promotion Office after approved and signed by both PI (or experimental investigator) and the

beamline spokesperson in order.

2.2.5 Application period: For those whose beamtime schedules are arranged before November 19th, the original subvention forms, the required invoices/receipts and the e-version of experimental reports should be submitted within 30 days after experiment. For those whose beamtime schedules are between November 20th and December 19th, all documents should be submitted before December 20th. For those whose beamtime schedules are between December 20th and the last day of the 3rd cycle, all documents should be submitted by the last day of the 3rd cycle. The required documents submitted after the above due dates are not accepted.

3. Contact persons:

User Administration & Promotion Office:

Experimental location in Taiwan: Chi-Fang Chien Ext.: 7205 E-mail:

chifang@nsrrc.org.tw

Experimental location at SPring-8: Ming-Tzu Shih Ext.: 7207 E-mail:

shih.elsa@nsrrc.org.tw