



**Innovative Chemokine-based Therapeutic Strategies for Autoimmunity
and Chronic Inflammation (INNOCHEM)**

**TRAINING ACTIVITIES
Travel and Subsistence Reimbursement Guidelines**

1. Eighty percent of the total amount of bursary will be transferred as soon as the contract will be signed, and the difference at the end of the stage. For the reimbursement of the final 20%, please send the “scientific visit report” signed by the responsible person in the guest laboratory **within 1 month** from the end of the training period, together with the **original** tickets or receipts for travel expenses to:

Dr. Danilo Petroni
Istituto Clinico Humanitas
Via Manzoni, 56
20089 Rozzano MI – Italy
e-mail: danilo.petroni@humanitas.it

2. Please, use 2nd class rail if a one way journey would take less then 8 hrs. For longer travel please use an economy air fare (APEX tickets). We will not refund business class tickets.

3. If you travel by car, INNOCHEM will reimburse the equivalent of a 2nd class rail ticket. Please provide a written estimate. This estimate can be issued by a travel agency or the rail company. A printout of the cost estimate from the rail web site is sufficient as well.

4. If your airfare is estimated at being over Euro 500, please contact Dr. Danilo Petroni prior to making any final arrangement (danilo.petroni@humanitas.it - phone: +39-02-822422414).

5. The daily rates paid for subsistence (hotel is included) are listed below.

6. The daily rates will be applied from the day of arrival to the day of departure.

Daily subsistence rates for Short Term Fellowships in 2010

Country	Currency	Rates 2009			Rates 2010		Exchange rate Dec. 2009
		Daily rates in national currency	Daily rate in EURO	IR %	Daily rates in national currency	Daily rate in EURO	
Austria	€	75,63	75,63	0,00	75,63	75,63	1
Belgium	€	74,77	74,77	0,00	74,77	74,77	1
Croatia	€	71,68	71,68	0,00	71,68	71,68	1
Czech Republic	€	59,51	59,51	0,00	59,51	59,51	1
Denmark	DKK	635,60	81,71	0,00	635,60	85,41	7,441520
Finland	€	73,32	73,32	0,00	73,32	73,32	1
France	€	75,36	75,36	2,00	76,87	76,87	1
Germany	€	83,59	83,59	0,00	83,59	83,59	1
Greece	€	71,42	71,42	0,00	71,42	71,42	1
Hungary	€	88,38	88,38	0,00	88,38	88,38	1
Iceland	ISK	11,311,37	64,29	0,00	11,311,37	62,06	182,275000
Ireland	€	85,14	85,14	0,00	85,14	85,14	1
Israel	USD	86,07	67,60	0,00	86,07	57,63	1,493600
Italy	€	84,46	84,46	0,00	84,46	84,46	1
Netherlands	€	75,69	75,69	0,00	75,69	75,69	1
Norway	NOK	720,83	79,66	0,00	720,83	85,05	8,475240
Poland	€	71,12	71,12	0,00	71,12	71,12	1
Portugal	€	73,85	73,85	0,00	73,85	73,85	1
Slovenia	€	72,03	72,03	0,00	72,03	72,03	1
Spain	€	75,86	75,86	0,00	75,86	75,86	1
Sweden	SEK	744,40	71,22	0,00	744,40	71,45	10,418600
Switzerland	CHF	159,37	103,32	0,00	159,37	105,63	1,508800
Turkey	€	76,79	76,79	0,00	76,79	76,79	1
United Kingdom	GBP	61,60	72,03	0,00	61,60	67,95	0,906520
Others	USD	87,23	68,52	0,00	87,23	58,40	1,493600