

2018 Argonne Users Meeting: May 7-10, 2018

Budget and Guidelines for APS/CNM Workshop Organizers

Designate a travel allowance for each speaker. **Submit your budget no later than March 1, 2018.**

There are explicit and important instructions regarding airfare purchases and reimbursements.

PLEASE SHARE THIS LINK WITH YOUR INVITED SPEAKERS:

<https://usersmeeting.conference.anl.gov/files/downloadables/Speaker-Guidelines.pdf>

Date		Funding for Speaker Travel	# waived speaker registration fees	# waived organizer registration fees
Tue. May 8 and Wed. May 9	APS and CNM workshops	\$6500/full day \$3250/half day	8 waivers/full day 4 waivers/half day	2 waivers/full day 1 waiver/half day

Please adhere to the lunch time (12:00 noon to 1:30 pm daily) when arranging your schedule. Coffee break times are generally around 10:00 am and 3:00 pm each day—follow these as closely as possible to minimize noise disruptions. Please conclude workshops by 5:00 pm.