
Travel Grant Information for Delegates



Delegates of the second Global Alliance Forum, December 2017, Sharjah

Language English

The Global NCD Alliance Forum 2020 represents a unique moment for NCD civil society worldwide.

The Global NCD Alliance Forum 2020 will be held in Sharjah, United Arab Emirates from 9-11 February at the Al Jawaher Reception and Convention Centre (JRCC).

The NCD Alliance, in partnership with local host organization, Friends of Cancer Patients (FoCP), is bringing together representatives from the growing network of national and regional NCD alliances for the third time. The Forum looks to convene NCD civil society community, youth and people living with NCDs, leading experts and champions, national and regional NCD alliances, civil society organisations, global health stakeholders, NCD Alliance supporters.

The Forum is focused on "Bridging the Gap". It will be interactive and provide a safe space for knowledge exchange, sharing good practice, and strengthening of NCD advocacy.

You are eligible to receive a travel grant. Should you not require this travel grant, please let us know by emailing [Jackie Romoff](mailto:Jackie.Romoff@ncdalliance.org) [1].

Please Note: You will need to accept your travel grant amount and terms and conditions no later than **12 December 2019**.

The travel grant will award you the following:

- A contribution towards your economy return flights from your home country to Dubai International Airport or Sharjah International Airport (www.skyscanner.net [2]) was used for economy return flight costs from your home country.
- 3 nights accommodation including breakfast and WiFi at an allocated hotel in Sharjah. An additional night may be allocated dependent on your flight arrival and departure times.
- Return ground transportation between airport in UAE and your hotel.
- A flat rate of USD100 to contribute towards your home country transfers, exchange rate difference on remittance to your bank account and any other out-of-pocket expenses you may incur towards the Forum.
- Up to USD100 towards visa expenditure costs, for those requiring visas to enter the UAE.

The travel grant award is subject to your:

Travel Grant Information for Delegates

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- Acceptance of the travel grant terms and conditions.
- Completion of security clearance (link shared directly with delegates by local host organisation Friends of Cancer Patients (FoCP), by the deadline indicated by FoCP.
- Attendance at the 3 day Global NCD Alliance Forum 2020

Please refer to the conditions and next steps to follow, outlined below:

Terms and Conditions

Confirmation

Please read the terms and conditions below and accept your travel grant contribution and the terms and conditions under which it is made by **12 December 2019**.

After the 12 December 2019, your travel grant will be cancelled.

Accommodation

Travel Grant beneficiaries will be staying at an allocated hotel which you will be notified nearer the time. NCD Alliance will make the hotel reservation and pay for 3 nights accommodation including breakfast, WiFi, and scheduled transfers to/from the JRCC.

If your flights are such that the arrival and/or departure dates require additional nights then the NCD Alliance will review each case separately. Please immediately notify [Jackie Romoff](#) [1].

Any additional nights spent in the hotel that are at your choice and not because of flight timings, as well as any additional personal expenses not specified above will be charged to your own account. Please note that NCD Alliance will not reimburse any accommodation at a hotel other than the allocated hotel.

Visas to UAE

All participants must have a valid passport (valid for a minimum of 6 months from your arrival in UAE) and/or an appropriate travel document to enter the UAE. It is the responsibility of participants to check UAE visa requirements for their country (if in doubt please contact your local UAE Embassy) and arrange their own visa, as required.

At the time of writing, if you are a national from any of the following countries, you will be granted a visa on arrival as you pass through immigration:

Andorra, Argentina, Australia, Austria, Bahamas, Belgium, Brazil, Brunei, Bulgaria, Canada, Chile, China, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hong Kong, Hungary, Iceland, Ireland, Italy, Japan, Kazakhstan, Latvia, Liechtenstein, Lithuania, Luxembourg, Malaysia, Malta, Mauritius, Monaco, Nauru, Netherlands, New Zealand, Norway, Poland, Portugal, Romania, Russia, San Marino, Seychelles, Singapore, Slovakia, Slovenia, Solomon Islands, South Korea, Spain, Sweden, Switzerland, Ukraine, United Kingdom, United States of America, Vatican City

Indian Nationals holding a normal passport (not hand written and valid for at least 6 months from the date of arrival in the UAE) and one of the following:

- a visit visa issued by the USA or
- a green card issued by the USA or
- a residence visa issued by the UK or
- a residence visa issued by the EU

can obtain a visa on arrival for a maximum stay of 14 days provided that the visas or the green card is valid for at least six months from the date of arrival into the UAE.

Gulf Cooperation Council (GCC) nationals do not require a visa.

At the time of writing, nationals from all other countries will require a **visa in advance** of arrival which can be obtained as follows:

- if you are flying with Air Arabia, Fly Dubai, Emirates or Etihad, you can apply for your UAE visa through the official airline websites after booking your flight. You can submit an application and receive your UAE visa entirely online – without having to submit your passport for stamping. Applicants' passports must have at least six months' validity as of their date of travel to Dubai. Please note that any itineraries including any flights to or from UAE on other carriers **are not** eligible for the online visa service.
- you may also obtain a visa through the UAE Embassy in your home country. To do this, please contact your local UAE Embassy and make the necessary arrangements.

Ground Transportation in UAE

On arrival into the UAE we ask you to take a taxi from whichever airport you arrive at, to your allocated Hotel. Your allowance for the journey to the hotel will be USD40. You will need to book your return transfer to the airport on site at the Forum through the Forum Event Coordinator, Ben Romoff who will be based in the secretariat office. The return taxi cost will be covered by the NCD Alliance. Please note all other incidentals will be to your own account.

Contribution to Flight Costs and Incidentals

In order to help with travel costs, NCD Alliance will grant you a maximum amount towards your return economy flights. You will only be reimbursed for the actual cost of the flight **up to** the maximum allocated. This allocated maximum amount is final.

We ask that you book your flights yourself for later reimbursement. **We recommend you book your return flights as early as possible so the allocated maximum amount covers most, if not your whole flight costs.** The longer you wait the more expensive flights get.

Flights can be taken to Sharjah International Airport or Dubai International Airport, a major international hub bordering Sharjah. Transfer time from Dubai International Airport to allocated hotels is approximately 25/30 minutes and a maximum of 25km.

You will receive instructions from us by email for providing your travel and bank details (via an online form) so that we can reimburse the agreed costs. You can also access the online form while logged into the NCD Alliance website at <https://ncdalliance.org/user> [3].

Details must be provided by 15 January 2020. Please Note: without receipts for your flight purchases, the NCD Alliance will not be able to process your reimbursement.

Flat Rate

The NCD Alliance will allocate USD100 to contribute towards any costs associated to your home country airport transfers, visas, exchange rate costs and any other out of pocket expenses incurred towards the Forum. This amount will be included in the bank transfer reimbursement (see note below).

Reimbursement

Please complete the reimbursement criteria requested on-line before **15 January 2020**.

In order to be reimbursed, you will need to:

- Attend the three day Global NCD Alliance Forum 2020.
- Upload your flight receipt (this must show the actual cost - not just the itinerary).
- Add details of the bank account for the transfer to be made to.

You will receive instructions from us by email for providing your travel and bank details (via an online form) so that we

Travel Grant Information for Delegates

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can reimburse the agreed costs. You can also access the online form while logged into the NCD Alliance website at <https://ncdalliance.org/user> [3].

Please note that evidence of travel will in no case allow a request for supplementary payment and a failure to upload these documents will lead to no payment.

Please note that the NCD Alliance will NOT be reimbursing travel grant beneficiaries with cash during the Global NCD Alliance Forum 2020 in Sharjah 9-11 February. Funds will reach travel grant beneficiaries accounts in the weeks following the Forum.

Medical Care and Insurance

The NCDA and FoCP will NOT assume responsibility for any medical expenses that you or your dependents may incur during the period of the Forum, nor can they grant compensation in the event of accident, disability or death. It is, therefore, recommended that you insure against these risks.

Cancellation of Participation

Should you have to cancel your participation in the Forum, we kindly ask you to contact [Jackie Romoff](#) [1] in writing as soon as possible. Failure to do so will prevent you to apply for travel grants in the future.

Please note that travel grants are non transferable.

If you require any assistance, or details of personal circumstances as reflected in the application have changed, please inform [Jackie Romoff](#) [1] immediately and she will be able to help.

For more information on the Global NCD Alliance Forum 2020, please visit our website at www.ncdalliance.org [4].

Source URL: <https://ncdalliance.org/what-we-do/convening/global-ncda-forum-2020/bridging-the-gap/travel-grant-information-for-delegates>

Links

[1] <mailto:jromoff@ncdalliance.org>

[2] <http://www.skyscanner.net/>

[3] <https://ncdalliance.org/user>

[4] <https://ncdalliance.org/>