

EMNLP-IJCNLP 2019 Childcare Policy

August 30, 2019

1 Purpose

ACL instituted family-friendly policies in recent years. Based on previous experience, and to widen the scope of childcare assistance, a reimbursement model for childcare expenses was introduced in EMNLP 2018¹. In order to maintain the flexibility and effective use of resources, EMNLP-IJCNLP 2019 will adopt the same model to offer childcare grant support to participants with young children.

2 Scope

This childcare policy applies to EMNLP-IJCNLP 2019 attendees applying for grants to cover childcare costs on account of their conference travel. Childcare grant is provided for care of **children under 14 years of age** only.

3 Policy

Grants of up to US\$400 per family are available for EMNLP-IJCNLP 2019 attendees who are bringing young children to the conference or who incur extra expenses in leaving their children at home. The grants will be given as a reimbursement for expenses, however, attendees are responsible for making their own arrangements for child care. Preference will be given to students, recent graduates or those in early stages of their careers, who are presenting a paper or poster at the main conference or any of the workshops.

3.1 Reimbursable Expenses

- Childcare services employed at the site of the meeting
- Extra child/dependent care expenses at home incurred because the primary caregiver was attending the meeting (such as overtime at a child care center, cost of a sitter, etc.)

¹<https://emnlp2018.org/downloads/official-emnlp18-childcare-policy.pdf>

- Travel of your child(ren) to the location of a care provider who does not live in your community
- Travel of your child(ren) to the location of the conference

3.2 Not Reimbursable Expenses

- Regular/Ongoing home-based child/dependent care expenses
- Travel or other expenses related to the attendee’s participation in the meeting (including meeting registration, meals, travel to the meeting, or other expenses the attendee would already be incurring by attending the meeting)
- Meals for the child; Tickets to local museums, amusement parks, etc.
- Travel expenses for caregiver

4 Procedures

- EMNLP-IJCNLP 2019 participants interested in applying for the grant should fill out the application form by the application deadline. Please provide as much comprehensive information as possible in the application form.
- Applications will be reviewed and awards will be made based on documentation provided.
- Recipients of a childcare grant must submit receipts for reimbursable expenses (for example, an invoice submitted by the child care provider) and relevant documentation by the receipt submission deadline.
- Reimbursements will be distributed after the conference, after receipt and verification of documentation.

5 Documentation

Scanned copies of all payment receipts should be submitted for reimbursement. In addition to the receipt of payment, supporting documentation is needed.

If you are employing childcare services onsite or at home, a signed statement or invoice by caregiver including the total amount paid per day is required. (Note that, as stated above, this is separate from the costs incurred for regular/ongoing childcare). Provider tax ID number (if available) should also be submitted.

If your child(ren) is(are) traveling to the conference or the caregiver, scanned copies of ground transportation tickets (train, bus), or air tickets are required.

6 Important Dates

Application deadline: September 19, 2019

Notification of acceptance: September 26, 2019

Reimbursement documentation submission deadline: November 20, 2019