



# British Society for Neuroendocrinology

## International Conference Travel Fund Rules

**Deadlines: 1 March, 1 September**

### Eligibility

All members, including academic staff, post-doctoral research fellows and postgraduate students. Applicants must have been a member of the British Society for Neuroendocrinology (BSN) for at least 6 months. Join today: [www.neuroendo.org.uk/join](http://www.neuroendo.org.uk/join)

### Summary

- Strictly for supporting attendance at international conferences and meetings, including those held in the UK. **Note**, a separate travel bursary scheme for postgraduate students and post docs is available to those attending annual BSN meetings in the UK.
- You must be personally presenting your work at the conference.
- Awards are to support registration, travel and accommodation (not subsistence) and receipts for these costs are required upon return.
- Applications must be made in advance: retrospective applications will not be considered. Contact the BSN grants chair for advice if the timing of your conference is problematical for award application deadlines.

### Award value

Awards will be up to a maximum of **£700**. Up to 20 awards may be made per year, with generally no more than half these being made at the first annual deadline.

### How to apply

- Applications must be made through the BSN membership portal. Please log-in and then navigate to Me and the BSN > Grants.
- Full justification for the costs is required.
- For postgraduate students a letter from your supervisor is required approving your application.

### Deadlines

- Deadlines for application are 1 March and 1 September each year.
- Applications must be made in advance and late or retrospective applications will not be considered.

### Awards Committee

A subgroup of the BSN Committee chaired by the Grants Committee Chair will act as the Awards Committee for this Fund.

### Award criteria

In the event that there are more applicants than awards available, applicants will be favoured if:

- They have not received a travel fund award within the last 2 years (excluding any Society subsidy to attend ICN).
- They are ECRs without other available funding.

**Correspondence will not be entered into with regard to award decisions.**

### Grants Report Form

All successful grant applicants are expected to submit a Grants Report Form no later than 6 months after the end of the grant. This will be emailed to successful applicants. Please note, future grants will not be awarded if no Grants Report Form has been received.