

## **Guidelines for awarding BioExcel travel grants**

BioExcel travel grants are fixed-amount support grants (amount per day) to attend BioExcel training events. Please check the eligibility criteria, how to apply and the terms and conditions before applying.

### **Eligibility criteria**

To be eligible for a BioExcel travel grant:

- BioExcel travel grants can only be used for BioExcel training events.
- You must be a student or early career scientist from an academic institution.
- Your research or primary activity has to be within the BioExcel CoE field of interest.
- You must not have received travel funding from BioExcel in the past 12 months.
- Your institute cannot be a partner on the BioExcel CoE.
- The maximum funding award is 120 EUR per day of the course/workshop
- Applications from individuals who are presenting at the meeting (if applicable) are looked on more favourably than those who are not presenting.

### **How to apply**

To apply for a BioExcel travel grant please:

- Complete the online course application form.
- Indicate during the application process whether you would like to be considered for a travel grant and if you would be able to attend if not in receipt of the grant.
- Submit a WORD document to [cpearton@ebi.ac.uk](mailto:cpearton@ebi.ac.uk) containing a short biography including your work history, a description of your current research interests and a short biography. Each document should be no longer than 100 words and written in paragraph form.
- Provide a letter of support from a supervisor or a senior co-worker explaining why you should be selected for this workshop (& the travel grant).

### **Terms and conditions**

If your application is successful:

- The travel grant can only be used for the BioExcel training event that you applied for.
- Applicants are still subject to the normal selection criteria. Please indicate during the application process that you would like to be considered for a travel grant.
- Travel grant is a reimbursement after the event.
- To claim reimbursement you must send the original receipts, a completed reimbursement form, course certificate of attendance and evidence of a completed feedback survey within 6 weeks of the event.
- You are required to write a blog post (300-400 words, incl. 1 photo) upon your return. Your report may be published on the BioExcel website and publicised via social media.