

### **Conditions of Award:**

These awards are primarily aimed at providing early career researchers with the opportunity to present their research at a host institution symposium seminar series so they are exposed to a wide professional audience. A secondary aim of these awards is to facilitate networking and collaborations with other lab groups, and to allow early career researchers (ECRs) to conduct experiments and produce tangible research outcomes with other professionals in the field of biological research. It is the ultimate aim of these awards to help boost career prospects and research opportunities for individuals in the early stages of their research career.

By signing these Conditions of Award, the awardee accepts all conditions. This includes acknowledging that funding will be issued by way of reimbursement. The awardee also acknowledges that funds must be used exclusively for expenses directly related to travel or collaborative experiments with the host institute, as explicitly agreed with the Biological Psychiatry Australia - Early Career Researcher Network (BPA-ECRN).

### **Eligibility for BPA-ECRN Travel Grant:**

1. Applicants shall:
  - Be graduate students currently enrolled in a masters or PhD degree
  - OR
  - Postdoctoral Researchers within 5 years of receiving their doctorate
  - OR
  - Clinicians undertaking research in the field of biological psychiatry within 5 years of receiving their general medical degree (MBBS/MD)
  - OR
  - Research assistants currently employed at a research institution and within 5 years of completing a postgraduate degree or equivalent (e.g. Masters, Honours etc.)
2. Applicants must be a paid member of Biological Psychiatry Australia
3. Applicants must meet all conditions as detailed below

### **BPA-ECRN Travel Grant Conditions:**

To be awarded a BPA-ECRN Travel Grant it is necessary to:

1. Submit a BPA-ECRN Travel Grant application form (including proof of current BPA membership)
2. Submit a signed agreement to these Conditions of Award
3. Provide proof of correspondence and conditional acceptance from a senior researcher at the chosen host institution. *It is also suggested that, where possible, contact has been made with the host representative from the host university, to help facilitate a smooth visit, if application is successful.*
4. Applicants must advise of expected date of visit to host institution, as discussed with the senior researcher.

If awarded a BPA-ECRN Travel Grant it is necessary to:

1. Awardees must redeem the travel award within 12 months from the date it was awarded, and comply with the reimbursement protocol as detailed in the BPA-ECRN Travel Grant – Financial Conditions.
2. Awardees must submit reports as per the reporting guidelines detailed in the BPA-ECRN Travel Grant – Reporting Guidelines.

### **BPA-ECRN Travel Grant – Financial Conditions:**

The BPA-ECRN Travel Grant may only be utilised to support costs associated with travel and accommodation to a host institution supported by BPA-ECRN. The BPA-ECRN Travel Grant may also be used to support the cost of consumables required for research projects carried out at a host institution. Funding of up to \$1000.00 AU dollars will be reimbursed to applicants. The awardee is responsible for the expenditure of the award, and maintaining supporting records of receipts and expenditures.

Upon completion of visit, the BPA-ECRN Treasurer will be in contact via email to provide the relevant reimbursement forms. It is expected that awardees will return the completed reimbursement form and provide proof of purchases/quotes/expenses to the BPA-ECRN Treasurer within 4 weeks after the travel date. If deemed necessary by BPA-ECRN, the applicant will be required to submit an itemised budget within 4 weeks after the travel date. The BPA-ECRN exercises its power to terminate an award or refrain from reimbursing applicants, if the travel award is not used exclusively as outlined in the Conditions of Award set above.

### **BPA-ECRN Travel Grant – Reporting Guidelines:**

1. Scientific publications – Papers and Conference Abstracts  
Awardees preparing manuscripts or conference abstracts describing BPA and BPA-ECRN funded research of which they are either primary or co-author must list 'BPA' and 'BPA-ECRN' as affiliations. Collaborating institutions must be listed.
2. Conference Presentations  
All posters or conference presentations describing BPA and BPA-ECRN funded research of which the awardee is the primary author, must list 'BPA' and 'BPA-ECRN' as affiliations and must include a BPA logo.
3. Written Review  
Within 4 weeks after the travel date it is expected that awardees send a written review of your experience (approx. 200 words) to [biolpsychaustralia.ecrn@gmail.com](mailto:biolpsychaustralia.ecrn@gmail.com). The awardee consent that this review may be used as promotional material for the BPA-ECRN Travel Grant and or the BPA-ECRN more broadly. Photographs of the ECR presenting and/or with the host laboratory group, senior researcher or at the institute are also requested, but not compulsory.

### **BPA-ECRN Travel Grant – Review of Award Applications:**

Applications will be evaluated against the following criteria:

1. Scientific excellence of the research to be presented and carried out
2. Benefit of the funding to the applicant, i.e. the potential for the travel fund to enhance the applicant's career prospects and research CV.
3. Potential for applicant to establish new or continue existing collaborations and create tangible research outcomes.

**Biological Psychiatry Australia  
Early Career Researcher Network  
Travel Grant**



**Agreement Statement:**

I \_\_\_\_\_ confirm that:

- I have read the Conditions of Award for the BPA-ECRN Travel Grant.
- I understand and agree to abide by these conditions.
- I will provide the reporting items/commitments requested

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date