

# Belgian Society for Microscopy vzw

## Travel Grants

Guidelines v. 20100602

Members of the Belgian Society for Microscopy vzw (BSM) can apply for travel grants to attend microscopy-related meetings and courses. The following guidelines apply.

### **Purpose**

#### **Microscopy-related**

#### **Available funds**

#### **Alternative funds**

#### **Application procedure**

#### **Selection**

#### **Decision**

#### **Publicity**

#### **Validity**

### **Purpose**

The goal of the BSM Travel Grants is to promote representation of the Belgian microscopy community at international microscopy-related meetings, and to enable members with limited financial resources to attend microscopy-related meetings.

### **Microscopy-related**

Grants can be given for meetings (conference, congress, symposium, workshop, seminar, course, etc.) which have microscopy as the main topic or as an important part, e.g. a separate session on microscopy. Grants can also be given for other meetings provided the presentation by the member has microscopy as the main topic or tool.

### **Available funds**

Each quarter of the year the BSM will make 1000 € available for travel grants. At the end of the quarter any remaining funds are transferred to the next quarter. On December 31 the balance is set to zero again.

The maximum grant is 500 € for European travel, 1000 € for intercontinental travel.

The BSM will not reimburse more than 50% of the total costs (travel, lodging and registration)

### **Alternative funds**

Applicants should apply for other sources of funding first, e.g. their university, FWO/FNRS, etc.

### **Application procedure**

Candidates should send a request to the BSM Secretary with the following information:

- Description of the meeting or course
- Copy of the accepted abstract (except for courses)
- Requested amount of funding
- Bank account details
- Estimate of the total costs (travel, lodging and registration)
- Overview of other funds received and/or declined requests at other funding agencies
- Curriculum vitae

### **Selection**

The applicant should have an accepted presentation at the meeting (except for courses).

Preference will be given to researchers in the early stages of their career. The highest preference will be given to PhD students in their final year.

Other factors to be considered include impact of the meeting on the career opportunities of the candidate, the promotion of the Belgian microscopy community, the availability of funds and the order of receipt of the applications.

### **Decision**

The BSM Board will decide on the eligibility of the candidate and the amount of the travel grant, and communicate the decision to the candidate.

### **Publicity**

The recipient of the travel grants will provide a short report with feedback on the meeting (approximately one page) and will be listed on the website of the BSM, if possible with a picture of the presenter at the meeting.

### **Validity**

These guidelines have been agreed upon by the Board of the Belgian Society for Microscopy vzw on June 2, 2010, and will be valid until further notice. The Board has the right to deviate from these guidelines in exceptional circumstances. The Board will report on the status of the travel grants at each General Assembly.

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