

LIMS International Postdoctoral Travel Fellowship

for Postdoctoral Early Career Researchers in the La Trobe Institute for Molecular Science

On occasion, the La Trobe Institute for Molecular Science (LIMS) may award *LIMS International Postdoctoral Travel Fellowships* (up to \$3,500) to assist Early Career Researchers to attend an international conference at which they are making a presentation, or potentially another activity that will strongly support their research careers. ECRs should supply information about their proposed use of Fellowship funds using this application form.

Selection criteria

Fellowships are granted on a competitive basis. Applications must be submitted by the advertised closing date for each round; applications received after the closing date will not be considered. Members of the LIMS Awards Committee will review all applications and select recipients. Applicants will be advised of the outcome of their submission as soon as possible after the closing date.

Eligibility criteria

Applicants must be employed full-time or part-time as a postdoctoral ECR research scientist in a current LIMS discipline (up to 7 years FT or ROPE equivalent post-PhD). Preference will be given to applicants who have not been a recipient of a LIMS travel award in the previous two years, and whose research projects closely align with one of the LIMS Research Themes. If applications have sufficient merit, funds are usually available to support a maximum of three travel fellowships per round.

Use of funds

Funds are currently available for travel, and expenditure must occur in the year of award only. Successful applicants must use the University's travel booking system to book flights and accommodation. Bookings must initially be funded by the successful applicant or their manager. Fellowship funds are released to successful applicants following completion of travel or training, on receipt of invoices/receipts and a report.

Application

Applicants should complete this application form to supply information about themselves and about the proposed use of the Fellowship funding. Please return the completed application form as a single PDF document to LIMS.Research@latrobe.edu.au, with the name of the Fellowship for which you're applying in the subject line, by the advertised closing date for the round.

Post-Award

Following travel, and no later than one month after return, awardees are required to submit a written report, including a diary of activities, and invoices as proof of actual costs. The report form will be provided to successful applicants. If a report is not submitted, Fellowship funds will not be released, and the Fellowship may be withdrawn.

Name of applicant		Staff number	
Have you previously been awarded a postdoctoral or postgraduate travel award?		<input type="checkbox"/>	<input type="checkbox"/>
If yes, please provide award title and dates		Yes	No
Are you an Australian citizen or an Australian resident?		<input type="checkbox"/>	<input type="checkbox"/>
If yes, what is your status?		Yes	No
Please select the LIMS theme under which you are applying for the Fellowship. Should your work not be aligned with a theme, please select the closest theme and provide a brief justification in the space below.			
<input type="checkbox"/>	Cancer	<input type="checkbox"/>	Molecular Design
<input type="checkbox"/>	Infection and immunity	<input type="checkbox"/>	Nanoscience
Justification of theme (if required)			
ECR stage (please attach ROPE details on last page if required)			
Department (e.g. Mathematical and Physical Sciences)			
Discipline (e.g. Physics)			
Line manager			
Contact details			
Address			
Phone (LTU extension & mobile)			
University email		@latrobe.edu.au	
Purpose of application			
Name of conference			
Title of presentation			
Type – poster/talk			
Talk status – applied/accepted Please provide evidence			
Location (city & country)			
Dates			
or			
Name of course/workshop			
Nature of participation			
Location (city & country)			
Dates			

Description of Proposal [up to 1 page]

Explain (i) your current research activities, (ii) how your research contributes to a LIMS Research Theme, and (iii) how the Fellowship would enhance your research plan and career development.

Academic achievements [up to 1 page]

List all grants, talks, student mentorships, contributions to department, school, University and community activities and/or to field of research, awards, commendations, refereed publications, conference abstracts, patents, poster prizes, etc.

Engagement with Theme/Centre
Explain how you have been involved in your Theme's/Centre's activities, and over what period.

BUDGET	Total cost	Amount requested
Flights		
Accommodation		
Registration		
Other costs [please specify]		
TOTAL		
		(Cannot exceed \$3,500)

Describe other sources of funding, including amounts, applied for/secured

Any further comments

SUPPORTING DOCUMENTATION CHECKLIST:

- Information (e.g. brochure, link to web page) describing conference/course (including preliminary program and registration details).
- A copy of your abstract.
- Quotes/receipts/estimates for travel.
- Quotes/receipts/estimates for accommodation.

Applicant's signature	Date

Manager's statement

Provide a statement describing why the applicant would benefit from receipt of the Fellowship. Please also note the initial funding source for travel bookings – **this will serve as your approval to charge your wbs if so indicated.**

	I intend to underwrite the applicant's travel. If this application is successful, reimbursement should be made to my wbs _____.	
	The applicant is paying their own way. If this application is successful, reimbursement should be made to the researcher.	
Manager's name	Manager's signature	Date

ECR ROPE details (if required) [up to 1 page]

This page does not need to be submitted if no consideration for ROPE is being requested.