

The Solar Chemicals Network

UK and International Travel Awards

Information and Application Form

Awards are made quarterly our planned future calls (closing dates) are as follows: **April, July** **October 2025.** Awards are open to UK based Solar Chemicals Network Members ([join here](https://www.solarchemicals.co.uk/join-the-network)) and based at a UK higher education institute.

**Assessment Criteria – you must evidence you meet the criteria below on your application form.**

**(1) Suitability/quality of the event**

Event in line with stage of career.

Applicants need to evidence they will be presenting (e.g. talk or poster)

Successful applicants will be required to provide a short report (200-250 words) on the event outlining how you benefited from the funding. This will be shared our SCN website and/or in our newsletter.

**(2) Career stage**

Career stage of the applicant with Early Career Researchers prioritised and impact of the event on applicant’s career.

Potential of event to increase research independence.

**(3) Availability of alternative resources**

The availability of alternative resources (to facilitate under-resourced groups access) and past support to the research group.

**(4) Past awards to the same individual**

Any past awards by SCN will be taken into consideration to fairly distribute funds.

**Awards will cover costs for:**

* Travel to attend conferences and events (public transport only)
* Conference fees
* Accommodation for the conference duration – for the applicant only (shared accommodation is not eligible)
* A **MAXIMUM of £450** for UK Meetings and **£800** for International Meetings can be claimed toward your travel costs.

**Awards will not cover:**

* Subsistence
* Travel using a personal vehicle.
* Passport or Visa applications\*.
* Retrospective applications (the event must take place after the deadline given).

**We aim to respond to your application within three weeks of the closing date.**

**NOTES – claiming expenses:**

* Expenses will be refunded by the University of Liverpool and paid post-meeting.
* **Only an individual can claim expenses, we cannot refund your University or Institute**. (Note of explanation for this: UK higher education institutions are not allowed to transfer funds between themselves without an official contract being in place, which takes many months).
* You MUST keep and provide relevant receipts for your claim.
* Only send receipts up to the maximum award amount of either £450 or £800.
* Accommodation receipts should be for applicants only and show your full name clearly.
* Your short report should be sent with your expenses claim and focus on the professional development/career opportunities enabled (not a description of what happened), highlighting any new collaborations or activities that have arisen from the funding. This will be shared our SCN website and/or in our newsletter.
* **Submission of claims MUST be no later than one month after the event date.**

**To apply read the rules above carefully and complete the**

**application form below**

**Send your application to:** **scn@liverpool.ac.uk**

**By 29th April 2025**

**\*NOTE: The Solar Chemicals Network cannot be involved in providing any documentation for visa applications; this will be the responsibility of the applicant and their institute.**

**Application Form: Travel Awards**

**Your details:**

|  |  |
| --- | --- |
| **Name:** |  |
| **Name of Institute or University:** |  |
| **Address:** |  |
| **E-mail (academic e-mail address):** |  |
| **Telephone:** |  |
| **Role Title (e.g. PhD, Fellow, etc.):** |  |
| **Are you an SCN Member:** |  |

**Your manager/supervisor’s details:**

|  |  |
| --- | --- |
| **Name of your manager/supervisor:** |  |
| **E-mail:** |  |
| **Telephone:** |  |

**Conference/Event details and justification:**

|  |  |
| --- | --- |
| **Conference/Event title:** |  |
| **Conference/Event date:** |  |
| **Place of Conference/Event:** |  |
| **Conference/Event web link:** |  |
| **State if you are giving a talk or a poster and if it has been accepted by organisers:** |   |
| **Title of your talk or poster:** |  |
| **Breakdown of costs in UK £ to the maximum budget available to you -either £300 (UK event) or £700 (international event):** |  |

**Case for Support:**

*Explain here how you align to the four individual criteria for this award* ***(see information sheet above)****, do not send additional documents for e.g. your CV.*

*You can expand each section up to a maximum of 250 words.*

|  |  |
| --- | --- |
| **Suitability/quality of the event and impact of the event on career**Event in line with stage of career…Applicants need to evidence they will be presenting (e.g. talk or poster). |  |
| **Career stage** Career stage of the applicant with Early Career Researchers prioritised and impact of the event on applicant’s career.Research independence. |  |
| **Availability of alternative resources**The availability of alternative resources (to facilitate under-resourced groups access) and past support to the research group. |  |
| **Past awards to the same individual**.Have you received previous funding from us – Yes/No. If Yes state when and what for. |  |