

The Conference Travel Fund for Early Career Researchers

The Conference Travel Fund for Early Career Researchers (ECRs) has been created to enable ECRs to attend national and international conferences (both in-person and virtual). It provides you with the opportunity to present your research, gather valuable feedback and network with your peers and others, which is an important part of your personal, professional and career development.

ECRs can apply for funds covering conference fees, travel, accommodation and sustenance of up to £800.

Who can apply?

The Conference Travel Fund for Early Career Researchers is open to research staff (on 'research only' contracts) within 8 years of their PhD award.*

We recognise that our research staff have a diverse range of backgrounds and experiences and come from a variety of research disciplines. We warmly encourage applications from everyone in those communities, including groups who are under-represented in research at our institution.

Doctoral Researchers and Early Career Academics (on 'teaching and research' contracts) are **not** eligible to apply.

**Regarding the 8 year limit, exceptions are being made for staff who have had career breaks and/or are returning to academia from another sector. Please contact us if that is the case.*

Application Process

The Conference Travel Fund is an open call with a rolling deadline. However, all funds need to be spent by the end of the financial year, 31st July 2024.

The short Application Form must be submitted electronically to Victoria.Schuppert@brunel.ac.uk. Please contact her if you would like to discuss your application prior to submission.

The application will be assessed based on whether the conference theme is relevant to your research and how attending the conference will support your personal, professional and career development.

Booking and Payment Process

Please contact your College Research Office who will be able to advise you on how to pay the conference fee, book travel and accommodation, and reclaim funds. Please do not book anything until you have spoken to them, as you may not be able to reclaim that money. There are Brunel policies in place when it comes to booking travel and reclaiming expenses by which we need to adhere.

Terms and Conditions

- All funds must be spent by the end of the financial year. Any unspent funds will not be available after this date;
- The awarded funding must be spent in line with the budget specified in your application. Any budget changes must be submitted to the Graduate School for approval.
- If you are unable to attend the conference due to extenuating circumstances, you must notify the Graduate School and forfeit the award.