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**2024 BPA Early Career Researcher Network**

**Professional Development Grant**

**Application form**

Application forms should be typed using font size 11 Arial.

Applications must be submitted to [biolpsychaustralia.ecrn@gmail.com](mailto:biolpsychaustralia.ecrn@gmail.com) by 5pm AEST on the **6th of September.**

**BPA-ECRN Professional Development Grant**

The aim of this award is to help boost career prospects and research opportunities for individuals in the early stages of their research careers.

The Professional Development Grant can be used to engage in a range of activities that will foster growth in biological psychiatry research. This can include, but is not limited to:

* in-person training at another Australian institute
* collaborating with another research institute
* online courses or workshops (e.g., data analysis, programming)
* software (e.g., Adobe Illustrator subscription)
* research equipment or consumables

The value of the Grant will depend on the use proposed. A maximum of $2,000 will be offered in this grant round with a maximum of $1,000 available per applicant. A justification of expenses will need to be provided. A minimum of two Grants will be awarded. The number of Grants awarded will depend on the value requested by the highest-scoring applicants (i.e., smaller amounts requested will result in more grants being offered). The Grant will be a reimbursement with evidence of appropriate use. For example, receipts will need to be provided along with a declaration that other funds were not used to cover the purchase.

Eligibility criteria and award expectations are outlined in the BPA-ECRN Professional Development Grant Conditions of Award. It is expected that applicants have read, understood and sign this document for application.

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| **Personal Details** | | | |
| **Applicant Name** |  | | |
| **Home Institute** |  | | |
| **Position** | **PhD ☐ Masters ☐ Research assistant ☐**  **Post-doc ☐ Clinician ☐**  **Other:** | | |
| **How many full-time equivalent years have you been in this role?** |  | | |
| **Email** |  | | |
| **Phone** |  | | |
| **Signature** |  | **Date** |  |

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| **Personal Statement (250 words max)**  This should offer a brief background of your current research circumstances (e.g., research/career stage). Please provide a concise overview of your current research interests. |
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| **What is the proposed use of the award? (500 words max) (60%)**  What are the immediate benefits of this award on your research?  What are your career goals and how will this award contribute to benefiting you long-term? |
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| **Budget for this application**  Provide specific details of activity, the cost, and justification (add more fields as required). Evidence is required – screen shots of flight costs, quotes for a course, etc.  Applications that do not provide sufficient detail in the budget section will not be reviewed. | | |
| **Item** | **Cost** | **Justification** |
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| **Total Cost** |  | |

Note: Grants will be awarded up to a value of **$1000**

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| **Publications (5%)**  Please provide a reference list of your publications. Separate publications into the following sections: published, accepted, and preprints. Do not include published conference abstracts. If you do not have any publications (or have a low number of publications), you may provide an explanation as to why (e.g., long-running experiments across PhD) and what your publication plans are for the near future. |
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| Statement about publications: |

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| **Conference Presentations (10%)**  Please provide details of all conference presentations you have given (oral and posters). Please provide the conference name, year and presentation title. |
| Oral  Posters |

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| **Leadership (5%)**  Please provide details of your involvement with scientific outreach, committees and/or student supervision. |
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| **Endorsement**  If you plan to use the award for travel, please have the host supervisor or mentor send an email containing the following to [biolpsychaustralia.ecrn@gmail.com](mailto:biolpsychaustralia.ecrn@gmail.com):  “I agree on hosting "insert awardee name" for "insert period of time" as part of the BPA-ECRN Professional Development Award.”  Provide the name and contact details of the proposed host below |
| Host name:  Contact details: |

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| **Research Opportunity and Performance Evidence (ROPE) Statement**  Please outline any significant interruptions to your research that have impacted you in the past 3 years. Statements should be clear, contextualised, constructively presented, and contain all relevant information (e.g., COVID-related impacts, parental leave, lab culture). |
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| **Judging Criteria** | Weighting (/100) | |
| Overall Application   * A cohesive application, free from careless mistakes * Application demonstrates the potential impact and initiative of the applicant. | | 20 |
| Proposed use of award   * There is a proposed specific use of the award. * There is clear motivation of the applicant for the use of the award. * There is a clear benefit of the proposed use to the applicant's career. * Applicant has outlined how the award will benefit their short- and long-term career/research goals. | | 60 |
| Research output   * Peer reviewed publications   + Conference Presentations   + Leadership | | 20 |
| **Reviewer 1** | |  |
| **Reviewer 2** | |  |
| **Reviewer 3** | |  |
| **Total** | |  |

**2024 BPA Early Career Researcher Network**

**Professional Development Grant**

**Conditions of Award**

The Professional Development Grant for 2024 can be used to engage in a range of activities that will foster growth in biological psychiatry research. The main aim of these awards is to help boost career prospects and research opportunities for individuals in the early stages of their research careers. 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 psychiatry research.

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 professional development, as explicitly agreed with the Biological Psychiatry Australia - Early Career Researcher Network (BPA-ECRN).

**Eligibility:**

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

1. Applicants must be a paid member of Biological Psychiatry Australia
2. Applicants must meet all conditions as detailed below

**Exclusion criteria:**

1. Previous winners cannot reapply if they are in the same career stage that they previously won the grant
2. Conference travel is not a justified use of the award

**Grant Conditions:**

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

1. Submit a BPA-ECRN Professional Development Grant application form (**including proof of current BPA membership**)
2. Have signed agreement to these Conditions of Award
3. If travel is proposed, provide proof of correspondence and conditional acceptance from a senior researcher at the chosen host institution.

If awarded a BPA-ECRN Professional Development Grant, the following are necessary:

1. Awardees must redeem the award within 12 months from the date it was awarded and comply with the reimbursement protocol.
2. Awardees must submit a report.
3. Awardees must comply with the financial and reporting guidelines described below.

**Financial Conditions:**

The BPA-ECRN Professional Development Grant may only be utilised to support costs associated with professional development activities, such as, but not limited to, travel or training, supported by BPA-ECRN. An argument will need to be presented for the proposed use. 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 the award’s use, email [biolpsychaustralia.ecrn@gmail.com](mailto:biolpsychaustralia.ecrn@gmail.com) to obtain 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 use of the award. If deemed necessary by BPA-ECRN, the applicant will be required to submit an itemised budget within 4 weeks after the award use date. The BPA-ECRN exercises its power to terminate an award or refrain from reimbursing applicants if the award is not used exclusively as outlined in the application form and Conditions of Award set above.

**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’ in acknowledgements/funding. Collaborating institutions must be listed.

1. 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 sources of funding and must include a BPA logo.

1. Written Review

Within 4 weeks after the award use 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 consents that this review may be used as promotional material for the BPA-ECRN Professional Development Grant and or the BPA-ECRN more broadly. If engaging in an in-person activity, like a laboratory visit, photographs of the ECR, for example, presenting and/or with the host laboratory group, are also requested, but not compulsory.

1. It is strongly encouraged by the BPA Executive Committee that the awardee will provide a short oral presentation at the next BPA annual conference.

**Review of Award Applications:**

Applications will be evaluated against the following criteria:

1. Scientific and communication excellence of the researcher, as demonstrated through research output
2. Benefit of the funding to the applicant, i.e., the potential to enhance the applicant’s career prospects and research CV.
3. Potential for the applicant to establish new or continue existing collaborations and create tangible research outcomes.

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**2024 BPA Early Career Researcher Network**

**Professional Development Grant**

**Agreement Statement**

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

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

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Applicant Signature Date