

**BRITISH BLOOD TRANSFUSION SOCIETY**

Enterprise House - Manchester Science Park

Lloyd Street North - Manchester

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**PRINCESS OF WALES MEMORIAL SCHOLARSHIP**

**APPLICATION FORM 2009**

At least one scholarship of this type is awarded annually to individuals working outside the UK, not necessarily members of the BBTS, who wish to further their training, education or professional development in transfusion medicine by visiting institutions in the UK and/or attending transfusion medicine courses in the UK. Members and non-members are eligible to apply and funding to a maximum of £2,500 will be awarded to pay for travel and accommodation expenses. The visit would preferably be timed to coincide with the BBTS Annual Scientific Meeting (ASM) so that the successful applicant can attend the meeting as a guest of the Society, however this is not a requirement of the award. In 2009 the ASM takes place in Manchester, England 10<sup>th</sup> – 12<sup>th</sup> September 2008.

**TITLE (Mr/Miss/Ms/Mrs/Dr etc.):** -----

**SURNAME:** -----

**FORENAME(S):** -----

**DATE OF BIRTH:** -----

**ADDRESS:** -----

-----

----- **POSTCODE:** -----

**EMAIL:** -----

**TELEPHONE NO/ FAX NO:** -----

**EMPLOYER:** -----

**MANAGERS NAME:** -----

**MANAGERS EMAIL:** -----

**ADDRESS (If Different From Above):** -----

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Please provide details below of visits to UK Institutions and/or training course places offered. You should include dates, locations and contact details. Please continue on a separate sheet, if necessary:

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**Have you sought funding from elsewhere for this purpose?** -----

**If yes, what is the source of funding?** -----

**How much have you sought?** -----  
**Status?**                      **Granted**                       **Pending**                       **Refused**

**Have you previously applied for this award?** -----

**If so, were you successful in being awarded the award?** -----

**Are you intending to present a paper?**  
**Oral**                       **Poster**                       **None**

**ADDITIONAL DOCUMENTATION:**

**Please supply with the completed form, the following:**

- 1. Documentation from your employer confirming approval for a leave of absence, if successful**
- 2. Documentation confirming invitation to visit UK institutions and/or confirmation of training course place invitation**
- 3. A statement (no more than 1,000 words) outlining the benefits, which you would receive from being awarded this scholarship**
- 4. Current curriculum vitae (CV)**
- 5. List of International Meetings attended in the last ten years**

**Signed:** -----

**Date:** -----

**The completed form together with the documentation listed above should be returned by 31<sup>st</sup> March 2009 to the BBTS Office.**

### **Terms & Conditions of the Princess of Wales Award**

The Award winner must confirm the details of their work placement/training with their UK institution directly and provide the BBTS with a brief itinerary of their movements whilst visiting the UK, including contact details for their work placement/training. Under no circumstances can the BBTS take responsibility for the arrangements made between the award winner and the UK institution they are visiting. The Award amount offered by the Bursaries Committee is subject to the successful completion of the stated work placement/training detailed in the application. Any changes or amendments to the details of the work placement/training must be agreed with the BBTS.

The Award amount offered by the Bursaries Committee in the invitation letter will be the total amount of funding available for all the costs incurred in visiting the UK and undertaking the training/work placement. The award amount needs to cover the costs of; flights to the UK and all travel costs incurred during the visit (including transport between accommodation and the training/work placement venue where applicable), visa processing costs, accommodation costs (excluding the ASM accommodation), training fees (where applicable), meals and all other subsistence costs. No extra funding will be available outside the agreed award amount.

The Award winner will be invited to attend the BBTS Annual Scientific Meeting as a guest of the Society. The Society will organise and pay for the award winner's conference registration costs and accommodation for the duration of the conference. The conference registration normally includes daytime catering and one or two evening social events to which the award winner will be invited. Any other miscellaneous subsistence costs incurred at the conference must be paid from the award amount. Any award winners wishing to bring an accompanying person to the conference must do so at their own expense (visa, travel, accommodation, conference registration costs) however a complimentary ticket to the social events will be offered to that person.

Financial payment of the award amount agreed will be made directly to the individual recipient. Payments will be made in two staged payments once the award winner is in the UK. This can preferably be made by cheque or bank transfer, or in difficult circumstances in cash. The award winner will be asked to sign for any monies paid to him/her.

If the award winner cannot pay the cost of flights and/or accommodation up-front we would encourage the award winners' employer to book and pay the costs which will then be reimbursed by the BBTS once the award winner has arrived in the UK. Under no circumstances will money be sent overseas to the award winner in advance of their arrival in the UK.

A report of the visit (not more than 1,000 words) must be sent to the BBTS within one month of the visit. This report may be published in the BBTS newsletter, in whole or part, subject to editorial approval.