

**The Society for Back Pain Travel Fellowship 2024**

The Society for Back Pain Research (SBPR) is pleased to offer Travel Fellowships to its members for 2024.

**Aims of the Travel Fellowship awards:**

With the funds that our society holds and with the aim of the society to promote research and understanding of back pain, the executive has decided to make available travel fellowships with the purpose of supporting and advancing research into back pain and its management. This can be used for various research activities including developing research networks and visiting research laboratories.

**Scope**

SBPR are keen to promote innovative applications that fulfil the aim of the fellowships and further the objectives of the Society: “to promote the study of pain in the back (which shall include the neck) and to stimulate research into the causes, prevention, and treatment of pain in the back”.

SBPR recognise that several schemes already exist, which provide travelling fellowships and related activity and as such this SBPR fellowship will normally focus on research activities.

The SBPR funding includes the following objectives that align with SBPR’s aims:

* To foster and encourage research in spinal disorders.
* To promote and facilitate the dissemination of information on spinal disorders, including meetings, courses, research, (but not fees for publishing).
* To encourage co-operation between national organisations with interests in spinal disorders.
* To promote international collaboration in the field of spinal disorders.

**Funding**

The scholarships are normally funded on an annual basis and SBPR anticipates awarding some scholarships depending on finances available. A single award will be no more than £4,500.

**Fellowship awards[[1]](#footnote-1)**

On completion of the Fellowship, SBPR requires all successful applicants to complete the following:

1. Presentation at either a SBPR Annual Meeting or the bi-annual Britspine Conference where this is held together with SBPR, details will be shared with you prior to the conference.
2. Provide **a 2-page maximum summary of the Fellowship** and a **250-word summary** to be

published on the SBPR website. Appropriate accompanying photographs are encouraged but require appropriate permissions. Reports are required to be submitted to the Society within 6 weeks of completion of the Fellowship. Completed reports should be sent to the SBPR secretary, as advised on your award letter.

1. Submission of fellowship details of expenditure along with copies of receipts should be sent to the SBPR treasurer as advised on your award letter.

**Eligibility and applications**

1. Applicants must be members of SBPR and have their subscription for the year paid and up to date.
2. Awarded funds should be used develop new collaborations and visiting research laboratories.
3. The award will not fund a shortfall in existing projects or salaries for the project, publication fees or conference attendance.
4. Ninety percent of the funding will be made upfront prior to the successful applicant making payments. With the remaining 10% provided following completion of final report and submission of receipts for expenditure (Which should be submitted within six weeks of completion of the Fellowship). Note all costs should be estimated and based on anticipated travel or accommodation costs (where relevant) based on evidence with screenshots from websites etc. Final 10% based on hard evidence (i.e. receipts). Please note, should actual costs be more than 10% higher than those initially estimated please contact SBPR treasurer to confirm costs are satisfactory before booking to avoid costs which will not be reimbursed, no award will exceed £4,500.
5. Fellowships cannot be awarded retrospectively, and no travel should be booked until the outcome of the award has been notified.
6. The Fellowships should include allocation of costs to support attendance on the day of presentation at the SBPR or Britspine meeting as relevant (allow for fee for day rate and travel).
7. The fellowship must begin within 6 months of the award and last no longer than 12 months, unless agreed in writing.

**Application process**

Applications should be submitted to Deb McStrafick (contact@sbpr.info) clearly stating ‘SBPR 2024 Travel Fellowship application’ by **Monday 22nd January 2024** using the SBPR Travel fellowship application form below, together with a 1-page summary CV and evidence of travel costings. Applications will be reviewed by a subgroup of the Executive Committee of SBPR. Successful applicants will be informed of the outcome of their application by the end of March 2024. The Executive Committee reserve the right to seek clarification of an application if required. The decision of the committee will be final, and correspondence will not be undertaken with unsuccessful applicants.

**Travel, accommodation, food and subsistence rates of reimbursement guidance2**

**1: Travel** should be booked at economy/second class travel rates. Please include screen shots for costings for travel. Where applicants are using their own vehicle, they may claim reimbursement at 50p/mile.

**2: Accommodation** should be sourced to ensure value for money and screen shots of searches for accommodation should be attached to the application. **No accommodation/flights/travel should be booked before being notified of the outcome of the application.**

**3: Subsistence** (food and drink) costs should exclude costs for alcohol and should be economical with cost, please provide justification for requests.

**It is the applicant's responsibility to ensure any travels is in line with the relevant government guidance and the Society for Back Pain Research is not responsible for any COVID related issues or costs incurred related to COVID.**

**Governance**

Grant awards and other activities normally fall under the governance of the holder’s host organisation.



**The Society for Back Pain Research Travel Fellowships 2024 application form**

**Title:** Click here to enter text.

**First name:** Click here to enter text.

**Family name:** Click here to enter text.

**Member of SBPR since:** Click here to enter text.

**Previous SBPR awards received (include dates and values):** Click here to enter text.

**Current position:** Click here to enter text.

**Institutional or clinical affiliation and address:** Click here to enter text.

**Home address:** Click here to enter text.

**E-mail address:** Click here to enter text.

**Telephone number:** Click here to enter text.

**Proposed host institutions / settings** (please attach evidence of acceptance of your visit from the host institution)**:** Click here to enter text.

**Please provide a summary title for the proposed fellowship of not more than 15 words:** Click here to enter text.

**Please briefly describe the aims and objectives of the fellowship and how these fit with the aims of the SBPR fellowship: Click** here to enter text.

**Please itemise how the funding will enhance the project:**

**Please list the host institution/s and the name and contact details of the main contact at the host institution:** Click here to enter text.

**Please itemise proposed days and costs of the fellowship (see reimbursement guidance) and attach to the application evidence for costings as described above:**

|  |  |  |
| --- | --- | --- |
| **ITEMS** (e.g. train/flight tickets, accommodations, subsidence, conference registration, research expenses) | **Cost** | **Evidence of cost attached** (e.g. screenshots) |
|  |  | Yes / No |
|  |  |  |
|  |  |  |
|  |  |  |
| **TOTAL** |  |  |

**I confirm that if this application is successful:**

I agree to present at BritSpine or SBPR conference as appropriate (Click to complete): ☐

I agree to submit details of expenditure and a report to SBPR (Click to complete):☐

I agree not to partake in any activities that will bring SBPR and or funders into disrepute (Click to complete): ☐

**Please attach evidence of acceptance of your visit from the host institution (if appropriate).**

**Please attach a 1 page CV**

1. SBPR accept no liability for the actions of the Fellows whilst on the fellowship or partaking in any activities related to it. [↑](#footnote-ref-1)