

Breast Cancer UK Travel Grant Awards

Applicant guidance and key information

This year, Breast Cancer UK are offering a new type of funding stream in the form of travel grant awards. These awards are aimed at Early Career Researchers who wish to attend and present their work at scientific meetings or conferences.

You can find all the details on eligibility, conditions of funding and how to complete your application using the online form within this guidance. **Please read through everything thoroughly before submitting your application.**

Details of the award

- Breast Cancer UK Travel Grants are aimed at early career researchers who wish to attend scientific meetings or conferences to present their work focused on breast cancer and/or environmental chemicals.
- The maximum value of the award is as follows:
 - UK-based conferences: up to £500
 - Conferences in Europe: up to £800
 - Conferences in the rest of the world: up to £1000
- Money will be paid directly to the applicant through a reimbursement process. Copies of receipts will be required before payments can be made.
- The funding can be used for expenses related to:
 - Travel (standard fares only),
 - Accommodation (reasonably priced standard rooms),
 - Conference registration fees,
 - Visa fees, and
 - Sustenance (no alcohol)
- Funding cannot be used for travel insurance.
- The date of travel must be within 12 months of the funding being awarded.

Applicant criteria

- Applicants should either be PhD students (at any stage of their studies) or post-doctoral researchers (no more than 3 years post PhD conferral) studying or working at a UK Higher Education Institution.
- Applicants must have had an abstract accepted* to present at the conference on one or more of the following topics:
 - Breast cancer risk/prevention

- Breast cancer early detection/screening
- Environmental chemical human exposure/biomonitoring
- Environmental chemical assessment method development
- Applicants should not currently be receiving any form of funding from Breast Cancer UK.
- Unsuccessful applicants may not resubmit another application for the same meeting/conference unless advised to do so by the Breast Cancer UK Science Team.
- Applicants cannot apply for funding retrospectively.

*Applications can be submitted prior to receiving abstract acceptance and be approved in principle. Expenses can only be claimed for once Breast Cancer UK has received confirmation of abstract acceptance and the award has been fully approved.

Conditions of funding

Presentations/Posters

- Applicants must be presenting an oral and/or poster presentation. Presentation only abstracts will not be accepted.
- Applicants must not be presenting work that involves the use of animal experimentation. Please read our [policy on animal experimentation](#) for more details on what we do and don't fund when it comes to research.
- Applicants will be required to acknowledge the support from Breast Cancer UK in any talks or posters presented at the conference using supplied communications and branding materials.

Reports

- Successful applicants must write a short (max 600 words) summary on the conference, including how the work presented will impact the field and how any new knowledge gained or connections made may influence their own work. Summaries should be sent to Breast Cancer UK within 6 weeks of the conference date.
- You must also:
 - provide at least two photos of yourself at the conference for us to use on our social media (a consent form will be provided).
 - Acknowledge Breast Cancer UK's support in a Social Media post and tag the relevant social media page a (e.g., on LinkedIn)
- The materials you provide may be used on Breast Cancer UK's website, social media channels and other promotional materials. If you have any concerns

about any aspect of this, please contact the Science team in advance of the conference.

- Breast Cancer UK will hold reports for 7 years and they may be inspected by the Charity Commission.

Funds

- Evidence for all expenses incurred must be supplied in the form of copies of original receipts no later than 3 weeks after the conference date.
- Receipts for all expenses will be required before any reimbursements are paid
- Copies of receipts should be sent to science@breastcanceruk.org.uk
- Receipts can only be emailed once your application has been fully approved and will be paid by the Charity as soon as is reasonably practical. Please note, expenses cannot be submitted for applications that are only 'approved in principle'.

Please check our [Travel Grant Terms & Conditions](#) document for a full overview of our conditions for funding.

How to apply

- Applications should be made via Breast Cancer UK's online portal.
- All sections should be completed unless otherwise stated.
- Applications and supporting documents should be submitted in English.
- Supporting documents including a copy of the submitted abstract, 1-page CV and letter of support should be uploaded as PDF files.
- Incomplete applications will not be accepted.
- Applications will continue to be accepted until all available funds have been awarded.
- We do not permit the use of generative AI for filling out any part of the application form

Assessment process

- Completed applications will be reviewed initially for eligibility and relevance to the work of Breast Cancer UK.
- Applications deemed eligible for funding will then be put forward for consideration on the 15th of each month (unless this falls on a weekend, in which case they will be sent on the next working day).
- You may be asked to provide additional information to help the assessors decide on whether to approve your application.

- Outcomes will be communicated to applicants by the end of each month unless you hear otherwise.
- If you have not received confirmation of abstract acceptance prior to applying, your application may be 'approved in principle' and only fully awarded upon Breast Cancer UK receiving evidence of abstract approval.
- Please note, if you submit an application between 15th and the end of a month, you will have to wait until the following month for your application to be assessed and receive the outcome.

FAQs

Can I submit an application if I haven't yet had confirmation that my abstract has been accepted?

Yes. You can still submit an application even if you have not yet had confirmation that your abstract has been accepted, however you must have at least submitted your abstract to the conference.

Applications that are deemed eligible for funding but have not yet had confirmation of abstract acceptance will be approved in principle. Funds will only be released after proof of abstract acceptance has been provided by the applicant and the award subsequently fully approved.

Please note that you must have submitted your abstract at the point of applying as a copy is required as part of your application.

What if the conference I am planning to attend is cancelled?

If the conference is cancelled, you must repay any reimbursements received from Breast Cancer UK. We strongly recommend purchasing travel insurance to cover this possibility.

Can I apply for multiple conferences at the same time?

No. You can only apply to the Award for one conference at a time and will only be eligible to apply for a different conference if your initial application is rejected.

How long will I have to wait until I receive the outcome of my application?

Applications will be assessed on a monthly basis and outcomes communicated at the end of the month (unless communicated otherwise). How long you will have to wait until you receive the outcome of your application depends entirely on when in the month you submit, but should not be longer than 6 weeks.

Who can supply a letter of recommendation?

A letter of recommendation must be supplied by somebody you directly report to. This could be a supervisor, Principal Investigator, Manager or Head of Department.

Does the conference have to be on a specific topic?

No, the conference you are attending does not have to be on a specific topic, but the work you are presenting must be on at least one of the following topics: Breast cancer risk, breast cancer prevention, early detection of breast cancer, environmental chemical assessment methods or human environmental chemical exposures.

Please note that applications for presenting work focused on breast cancer treatment will be rejected.

If my application is declined, can I reapply?

No, if your application is rejected, you cannot reapply for the same conference unless advised to do so by Breast Cancer UK.

What if my abstract is rejected for an oral and/or poster presentation?

If your abstract is rejected for an oral or poster presentation, you must notify Breast Cancer UK as soon as possible. This means your application will be rejected. If your application had already been 'approved in principle', this will be withdrawn.