

E4 DTP Overseas Research Visit & Conference Fund (ORVCF)

Overview

The DTP provides an Overseas Research Visit & Conference Fund (ORVCF) that enables students to gain experience in an overseas research environment and/or present their work at an international conference. These funds are specifically targeted to stimulate new collaborations and expand network. They are not intended to top up standard RTSG funding.

Eligibility

Both DTP and NPIF PhD students are eligible to apply as long as they have not submitted yet and are still receiving stipend from NERC and **will still be receiving stipend during the whole duration of the visit or conference**. This is because the DTP cannot provide additional funds to students once their stipend is over or once they have submitted their thesis for examination.

Timing

There are two rounds per year with submission deadlines of **June** and **December**. A small panel will be convened to evaluate proposals and notify students of results within 2 to 3 weeks.

When these two fixed deadlines are unsuitable, urgent applications (e.g., for international conferences, out with these calls) will be considered by the panel on a case by case basis.

Funding level

There is approximately **£5,000** in funding to distribute for each call.

Important notes

- Both value for money and evidence of match funding will be considered when ranking applications.
- Research visits will receive priority over conference travel but conference travel will be supported if funds are available.
- Conference travel costs: funding is only available if the student is presenting (poster or talk).
- Requests are capped as below:
 - ❖ Research visits: maximum of £1,500 (we can consider higher requests if duly justified)
 - ❖ Conferences: European conferences will be funded to a maximum of £500 and conferences on other continents up to £750.

Report

Successful candidates will be required to submit a one-page report within a month following their return trip.

- **For research visits**: the report, which will be placed on the DTP website, should be written in general terms (press release style), include a photo and appropriate logos (E4 DTP and host institution if relevant).

- **For international conferences:** the report will give brief details on the conference with its logo and include the abstract. It can also include a photo.

FAQs

- **Can money be requested for a trip that has happened already?** No, it cannot.
- **Can money be used to support a PIP?** Yes it can, as long as the PIP is overseas. In that case, we will need to have the PIP application together with your ORVCF application and the host letter will serve both applications (no need to provide two different letters).
- **Is there a limit on how many times we can apply during the whole PhD?** No, but if you have already been successful in getting a visit or conference funded, you will unlikely get another one (except if the fund is undersubscribed).
- **Is it an absolute requirement to present our work at a conference in order to apply for conference travel support?** Yes it is.
- **What kind of expenses can be included in the budget?** You can include travel, accommodation and meal costs (meal costs for short trips only) as well as small research equipment or conference registration fees as relevant.
- **What if I don't use all the budget I asked for or cannot go in the end? Can I use the money for something else?** If you cannot use the money for the requested purpose (e.g. the conference is cancelled) then we will need to take the money back. It cannot be used for something else than ORVCF-related.

Case for support

Please include a case for support to your application that explains what you will do on your overseas visit and how the collaboration extends your PhD work OR describe the conference and the work you are going to present and explain how you will benefit from going.

In both cases, budget with a breakdown of anticipated costs and a justification of resources must be included (with any match-funding from other sources such as RTSG or other grants you've applied to).

The case for support, budget, justification and any figures or references needs to fit on one side of A4, with 2cm margins and minimum Arial 11pt font (do not use Arial narrow).

How to apply

To apply for this funding, DTP students need to provide:

1. A **case for support** including a budget with justification of resources (see above).
2. A - For research visits: a **letter from the overseas partner** explaining how the student would be supported in a collaborative project.

OR

B - For conference travel: a **proof** that your paper or poster has been accepted (if available).

Please send both documents to the E4 DTP team at e4dtp.support@ed.ac.uk by deadlines.

Any other questions, please get in touch with the DTP Manager at e4dtp.support@ed.ac.uk