

The Peter O'Donnell Jr. Brain Institute Travel Grant Program

Program Description

The Peter O'Donnell Jr. Brain Institute (OBI) Travel Grant program is intended to support OBI-affiliated trainees (postdoctoral fellows, PhD students, clinical fellows, residents) to attend and present original research at national and international conferences. By engaging OBI-affiliated trainees in dynamic scientific and clinical conferences, we further advance the OBI mission in promoting education, enhancing scholarship, and promoting creativity.

Award Information

- Each award is up to \$2,500 to support travel costs.
- Awardees must be presenting original work at the conference (poster presentation or talk).
- Travel may be national or international.
- These funds may be used in combination with departmental funds.
- Applications accepted on a rolling basis, with up to 10 awards total per fiscal year.

Eligibility

- Awardee must be trainee-status, within an approved OBI Investigator laboratory. Trainees are defined as PhD student, postdoctoral scientist, resident, or clinical fellow.
- All trainee applications must include a letter of support from their Principal Investigator or Department Chair. Each PI may submit 2 applicants per year.
- Eligible applicants may receive one travel grant per year. **Applications must be received prior to travel.**
- Priority will be given to applicants who do not have available funds from other accounts (fellowship, sponsored project). **Currently funded Sprouts awardees are not eligible for Travel Awards.**

Qualifying Conferences

- Conferences must have a peer-review process for selecting and rejecting presentations.
- Conference meetings must be regularly scheduled, and of a national or international professional society. Conference meetings may also include meetings with governmental agencies, academic industries, or institutions of higher education.
- Applicants may not be receiving honorariums, payment, or other funding from the conference panel for attendance.

Application Components

	Component	Format Limit
1.	Biographical sketches from PI/Co-PI	5 pages per NIH template
2.	Description of conference, including letter of acceptance for your presentation	1 page
3.	Mentor support letter	1 page
5.	Budget	<i>Use Excel</i>
6.	Budget justification	1 page

Grant Administration

The applicant's primary department is responsible for the administration of grant funds, as awards will be transferred to the applicant's department. Applying for this funding program is a separate process from requesting university and department approval to travel. Applicants must provide proof of university/department approval before funds may be awarded. All grant expenditures must conform to state and university regulations and approvals.

Apply via Microsoft Forms: <https://forms.office.com/r/aiLDU74TsL>

Contact Information

Mary-Colette Lybrand, MS, CIP, CCRP
Program Manager, Peter O'Donnell Jr. Brain Institute UT Southwestern Medical Center
OBIEvents@utsouthwestern.edu