

GARDP Travel Award 2023/2024 Terms & Conditions

The GARDP Foundation (hereinafter “**GARDP**”) strives to support researchers involved in antibacterial Research & Development world-wide. To complement its free and online activities, GARDP wishes to support selected applicants to attend key international meetings, including conference or workshop, or training opportunities that include antibiotic Research & Development in their programme. The award will be offered once a year and may be given to one or more awardees, depending on the budget.

These are general terms and conditions that may apply to the GARDP Travel Award. Applicants should carefully review the terms and conditions provided by GARDP for this award before applying.

The purpose of these terms and conditions, which applies solely to the GARDP Travel Award project, is to clarify for the applicants the conditions under which GARDP will select the individual(s) sponsored under this GARDP grant (hereinafter “Conditions”). In these terms and conditions, said Conditions means all conditions to be adhered including (i) the deadlines, (ii) the costs to be covered by GARDP, (iii) the eligibility and selection criteria for the grant and (iv) the proposed process to be followed as enclosed to these terms and conditions as in Appendix A.

This GARDP Travel Award is only a financial support; payments of the awarded grant under these terms and conditions will be made within thirty (30) days from the date of receipt of the corresponding invoice(s) by GARDP by bank transfer to a bank account opened in the name of the awardee(s) in a bank established in the country where the awardee(s) is located. The awardee(s) will ensure that all invoices sent to GARDP are correctly detailed. Invoice(s) must be sent to finance@gardp.org with copy to GARDP Project Manager that contacted the awardee(s).

The awardee(s) may be required to acknowledge the funding source in its publications, presentations, and other materials related to its travel. The award and these terms and conditions may be subject to changes or cancellations at the discretion of GARDP. Awarded applicant(s) should be aware of any policies related to changes or cancellations and communicate any changes in their travel plans as soon as possible.

If GARDP does not act to enforce any provision of these terms and conditions, this shall not be construed as a waiver of any provision or right.

These terms and conditions of the GARDP Travel Award are governed by Swiss law without regard to its rules of conflicts of laws. The courts of the canton of Geneva, Switzerland shall have exclusive jurisdiction.

Last update of these terms and conditions: April 2023

APPENDIX A – GARDP Travel Award 2023 – Conditions

GARDP is keen to support the antimicrobial Research & Development community worldwide, and would like to propose a GARDP-sponsored grant to allow awarded applicant(s) to participate in selected conferences and/or trainings in the antibiotic Research & Development field.

Eligible events/trainings: Applicants can submit applications for conferences/training courses provided that they can show evidence that the programme of the requested conference/course includes antibiotic Research & Development. Examples for eligible courses include but are not limited to the ASM/ESCMID Joint Conference on Drug Development to Meet the Challenge of Antimicrobial Resistance and relevant Gordon Research Conferences .

What the award may cover:

- Economy travel to/from the event;
- Accommodation while at the event (if not included in the registration fee) that are in conformity with the GARDP Travel Policy communicated by the GARDP Project Manager to the awarded applicant(s);
- Subsistence while travelling and attending the event;
- Event registration fee;
- Visa application fee; and
- Travel insurance (essential)
 - Note: In the event that the awarded applicant(s) is unable to attend the event or the event is cancelled, the awarded applicant(s) is expected to reimburse already provided funds where possible.

Applicant eligibility and selection criteria:

- The applicant's application for the GARDP Travel Award must explain the benefits of the event/training for the applicant's professional development and/or their research.
- An accepted abstract for a poster or oral presentation is not needed but beneficial. Preference will be given to applicants that will present a poster or oral presentation.
- Applicants must submit a short written statement (approx. 500 words) explaining their background and why they think they should receive this grant.
- Applicants must be a national of and be based and working in a low-income country, lower-middle-income country or upper-middle-income country according to the World Bank classification (see [here](#)).
- Applicants must be working as a PhD student or higher in antibacterial drug discovery and development.
- Preferably, applicants should work in a public organization/university/NGO. Applicants working in the private sector will be considered if all other criteria are met.
- Good understanding (written and spoken) of the medium language of the conference or event is required. In addition, good understanding of written and spoken English is required to communicate with GARDP.
- We embrace gender and geographic diversity.
- Awardees must produce a short, written report or video following their funded attendance. GARDP may use parts/quotes of the provided materials on social media or other communication.

Important dates:

- Application submission will be opened on 1 May 2023.
- Complete applications must be submitted **latest on 26 June 2023 at 8:00 am CEST**.
 - Applications received after the deadline will not be considered.
 - Please apply early. Applications will be reviewed on a rolling basis. When all available funds have been allocated, no more applications will be considered during this application period.
- Shortlisted applicants will be requested to submit a short (max. 3 minute) video to further explain their background and why they should receive this award.
- Final decisions will be communicated to applicants after 10 July 2023.
- **Eligible events have to take place between 1 September 2023 and 31 August 2024.**

Process:

- There is a eight (8) week application period from the announcement of the award to selection; events during one year will be funded with one award budget (e.g. if events starting from September 2023 are funded, the funding period will end on 31 August 2024);
- This is purely a financial support.
 - a. GARDP will not assist with any travel arrangements or visa application aside of providing a generic visa invitation letter if needed.
- Awardee(s) should fund their travel/accommodation/admission fees and then request reimbursement.
 - a. Exceptions will be made if awardee(s) cannot pay these directly.
- **Step by step process for applicants who can pre-pay:**
 - a. Apply for GARDP Travel Award
 - i. The GARDP Travel Award may be granted before or after the applicant has registered and had an abstract accepted for presentation at the conference or been accepted on the requested training. Reimbursement will only be made on receipt by GARDP of relevant documents confirming payment, registration and attendance.
 - b. Awardee(s) provide a summary of requested funds, incl. details of cost they wish GARDP to fund (e.g. desired travel fare and accommodation).
 - c. Awardee(s) arrange and pre-pay their travel/accommodation/registration fees
 - d. Awardee(s) request reimbursement from GARDP by providing all relevant payment proofs not exceeding the amount agreed in step "b" as well as a proof of attendance at the funded event.
 - e. Awardee(s) provide short report/video following attendance at the event or course and grant GARDP permission to use the video/report in internal and external communications (e.g. social media, Activity Report)
- **Step by step process for applicants who cannot pre-pay:**
 - a. Apply for GARDP Travel Award
 - The GARDP Travel Award may be granted before or after the applicant was admitted at the requested event/training course; however, funds will only be provided once the awardee shows evidence that he/she is has been accepted to attend the desired event/training.
 - b. Awardee(s) arrange their travel/accommodation/admission.
 - c. Awardee(s) send quotes for all travel fees/accommodation/admission fees/per diem to GARDP and request funding

- Awardee(s) must book refundable tickets, purchase travel insurance, and provide all receipts to GARDP
- d. Awardee(s) provide short report/video following attendance at the event or course and grant GARDP permission to use the video/report in internal and external communications (e.g. social media, Activity Report).