

## Frequently Asked Questions (FAQs) on Travel Grants

### Is there an application deadline?

No, applications for travel grants may be submitted at any time, but must reach the Boehringer Ingelheim Fonds (BIF) at least 6 weeks prior, but not earlier than three months before your proposed departure date.

### How strict is the rule about the period between university entrance qualification and start of the project in the host laboratory? Are there any exceptions?

Exceptions are made in certain cases (i.e. children, prolonged illness, apprenticeship prior to university studies) after consultation with the Boehringer Ingelheim Fonds.

### Does BIF support conferences, symposia or the presentation of own papers?

No, these are reimbursed for BIF's PhD fellowship holders only.

### Does the travel grant include registration fees for courses?

Yes, registration fees for courses are included.

### Which nationalities are supported?

We support any nationality, provided the following criteria are met: you are a citizen of an overseas country (e.g. USA, India, China) who pursues the project in Europe, or you are a European citizen. The latter applies to citizens from all European countries, including the states of the former Soviet Union, Turkey and Israel. For example, we support French or German citizens when they use the travel grant to work e.g. in France, Germany, the UK or the USA. We support e.g. Indian or Chinese citizens or citizens from North and South America when they use the travel grant to work in a European country.

### Can a travel grant be used in all European countries?

Yes, there is no restriction within Europe.

### Are bench fees provided?

No, bench fees are not provided.

### When and how is the granted money transferred?

Upon approval of the travel grant, the money is usually transferred to a bank account named by the applicant. Bank details can be sent via e-mail, fax or surface mail. We require the name and address of the bank, bank code number and account number. If the bank is outside Germany, we also require its complete SWIFT and IBAN numbers.

Due to difficulties in the past, we do not transfer money to certain countries. In such cases, the granted sum will be transferred to a European bank account named by the supervisor/host institution. They will then assist the applicant with the travel costs.

### What is the procedure if the departure date is postponed?

Just send an email to [secretariat@bifonds.de](mailto:secretariat@bifonds.de) (<mailto:secretariat@bifonds.de>), informing us why the trip was postponed, and let us know the new departure date.

### How often does BIF award a travel grant to the same scientist?

It is possible to be awarded more than one travel grant. However, only one travel grant will be awarded within a period of 12 months.

### Can a travel grant be extended, and if so, how often?

A travel grant can be extended provided that its total duration does not exceed 3 months.

### Can the final report be submitted via e-mail?

Yes, we accept an e-mail version of the final report.