

## JAMES RENNIE BEQUEST

Applications for an award from the Bequest fund are invited from individuals (undergraduate or postgraduate) or groups of not more than three (undergraduates only). Online applications should be submitted in the month preceding the three deadlines per academic year: **1st March, 1st June, or 1st November**. Applications must **precede** the date of travel. Late or retrospective applications (i.e., travel must not have occurred before the application deadline), **will not** be considered (in case of doubt please email [sbstravelfunds@ed.ac.uk](mailto:sbstravelfunds@ed.ac.uk)).

### Eligibility

The Bequest takes the form of a travel prize, awarded to students who wish to travel to places outside the UK in connection with extracurricular studies in biology. **Applicants must be matriculated undergraduate or postgraduate students of the University of Edinburgh in the College of Science and Engineering and studying for a degree in the biological sciences (including ecological sciences) at the time of travel.** Awards are competitive and made at the discretion of the Committee. Awards are to support **travel only**, for example, going to a work experience placement, fieldwork, or a conference at which the applicant is presenting a paper or poster. The Bequest does not provide financial support for fieldwork expenses, conference fees, accommodation, or food.

The Committee would like to draw your attention to the following:

- Applicants must have a travel end date, i.e., returning from travel, at least three months prior to their Programme 'maximum end date' (as defined on EUCLID) to ensure that they complete the required report form.
- Awards of more than £1,000 in any academic year are given only in exceptional cases.
- Awards are to support **travel only**. Fieldwork expenses, fees, accommodation, or food are **not** supported.
- A detailed justification of all travel costs is required. The Committee expect that you arrange the most cost-efficient travel arrangements and display this in your justification.
- Postgraduate students wishing to attend a conference are expected to have approached their funding body first. It is expected that students attending a conference will be giving a presentation (poster or oral). Note that confirmation of acceptance for a poster or presentation is required with the application.
- Travel to activities which contribute directly to a core or compulsory part of the applicant's programme of study is excluded. Note that this exclusion applies to field or lab work that will contribute to any programme, such as an Honours project, dissertation, PIPS, MSc, or PhD thesis (including visiting a collaborator's lab). Travel within the UK is excluded.
- For group applications, only one application should be submitted. There must be no more than three applicants per group and information must be provided for **ALL** applicants within the group, including a separate UoE supporting letter for **EACH APPLICANT**.
- Incomplete applications will be rejected (see note below about abstract acceptance).

The following documents must be uploaded (in pdf format) as part of your online application.

1. A **Justification** written by yourself, no longer than five typed sides of A4 pages, should include a clear statement of your personal contribution to the work/project proposed, risk assessment if applicable, and should describe how attendance at a Conference or event, e.g., lab placement, will benefit your personal development and your studies/work. Lab or field work must be overseen by a named individual or recognised company, e.g., a university academic or Operation Wallacea, and should be clearly identified in the justification. Written confirmation of acceptance of the proposed project by the host institution/company is also required. A detailed justification of travel costs should be included here.
2. An **Abstract** of your presentation if you are applying for travel costs to a Conference. A copy of the conference programme alone is not acceptable.
3. A **Letter of Support** from your Student Advisor/Supervisor/Lecturer/a member of UoE staff who **is familiar with the work to be undertaken or with your studies**. The letter should confirm that the activity is **not** a core part of an undergraduate or postgraduate degree programme. In the case of applications by PhD/MScR students, the supporting letter should be written by your supervisor.
4. A **Confirmation of abstract acceptance by the conference organisers** for a presentation at a Conference (poster or oral). Note that if this is not available at time of application submission it should be forwarded to [sbstravelfunds@ed.ac.uk](mailto:sbstravelfunds@ed.ac.uk) as soon as it is received.

## Reports

If successful, you are required, upon completion of your travel, to provide the Committee with a short written report on the work you have undertaken. The report should state the objectives of the travel and how far they have been achieved. It should be no longer than three sides of A4 pages and should be written by you and submitted to [sbstravelfunds@ed.ac.uk](mailto:sbstravelfunds@ed.ac.uk) **no later than 3 months following return to the UK**. The report template can be found at [James Rennie Bequest](#) (under the tab 'What happens after I apply'). In the case of group applications, the person stated as 'Group Leader' on the application will be liable for submission of this report. Reports will be uploaded to the School of Biological Sciences web pages for future reference by students and staff.

James Rennie graduated from the University of Edinburgh in 1891 with a BSc. Thereafter, he taught mathematics at Robert Gordon College, Aberdeen. On his death in 1953, his Will provided for a part of his estate "being paid to the University of Edinburgh, the revenue thereof to be applied as a prize in botany or biology or both, subject to such conditions as the said University Authorities may decide." The Bequest itself was established in 1965 and was initially allocated by the Faculty of Sciences to individual departments. However, on the formation of the School of Biological Sciences, the Bequest was administered by a single Committee of the School.