

GRANT APPLICATION

CONDITIONS & NOTES ON COMPLETING AN APPLICATION FOR AN ARTP/ STP GRANT

1. Funding in the form of a grant is available for all ARTP members (student, associate, affiliate and accredited) for attendance events as decided by the ARTP Executive Board. Grants are awarded for whole or part attendance, for travel expenses and accommodation up to the grant amount specified (maximum of £500). Please note funding is only available for reasonable expenses.

2. Applicants are expected to book reasonable travel and accommodation and take advantage of any price reductions including early bird deadlines.

3. Grants will only be awarded to applicants where the funding required cannot be financed from other sources. If applicants have applied for funds from other sources to support them in addition to this application, this must be specified together with the additional amount required.

4. Applications must be received by **22nd March 2027.** Grants are available exclusively to ARTP members who have held continuous membership for a minimum of 12 months, have paid their membership fees in full and have no outstanding ARTP debts.

5. The ARTP grant requirement is the production of a written article for the Inspire journal, following attendance at the event.
This can be:

- A piece of scientific based work
- Results of a course based project
- Patient case study
- An article that is relevant to your fellow ARTP members.

The article should be between 1000 and 2000 words and will feature in the Inspire journal.
Please note this is not required for STP Grant applications

If you have submitted an abstract to the ARTP Conference, your abstract/poster cannot be submitted as your written article. Abstracts from the ARTP Conference will be published in Inspire as per abstract submission terms, therefore an additional written article must be produced for the Inspire journal.

6. The number of grants available and the amount awarded is dictated by the ARTP Executive board. Each grant applicant can claim up to £500.00.

7. All applications must be submitted before the relevant deadline.

8. Applicants will be responsible for their own arrangements for study leave from their Trust / Hospital / Department and confirmation of this must be included with the application. The applicant's Head of Department must also sign the application.

9. Applicants are responsible for making their own registration, travelling and accommodation arrangements.

10. Applicants will be informed in writing of the outcome of their application as soon as possible.

11. The panel will choose the successful applicant(s) after perusal of the application form(s). Reasons for attending the meeting/course will figure strongly in who is chosen. Previous applicants may not receive as high a priority as those from first time applicants. However, this will depend upon demand for the travel grants at any one particular time.

14. Payment of the grant will be made **after** attendance at the conference. For ARTP Grants payment will only be made upon receipt of an Inspire article of acceptable quality. All expenses claimed **must be** supported with relevant documentation, e.g. confirmation of registration and subsequent attendances.

15. **Please specify on your application the title of your submission**. Note that the Executive Committee may specify a subject for you if the title is inappropriate. Please return completed travel grant application forms and completed articles to:
ARTP
C/O EBS,
Stowe House,
St Chads Road,
Lichfield,
WS13 6TJ

Or via email to conference@artp.org.uk

16. For ARTP Grants articles must be sent within 6 weeks following the conference.

17. Further details of conference grants can be obtained from: conference@artp.org.uk