**Dependant care grant application form**

**The Company of Biologists is dedicated to supporting and inspiring the biological community.**

**To make our Journal Meetings as accessible as possible, we offer grants of up to £400 to help cover the costs of additional care for dependants while delegates/speakers are attending the meeting.**

**Please complete the application form clearly, paying attention to the supporting notes, and return it to**  [**jcs20meeting@biologists.com**](mailto:%20jcs20meeting@biologists.com) **by 28 February 2020.**

**Awards will be announced by 13 March 2020.**

**Meeting information**

Title of Journal Meeting:

Dates of Journal Meeting: ...........................

**Applicant information**

Applicant’s name:

Applicant’s work address:

Applicant’s e-mail:

**Dependant information**

Name of dependant(s) you normally care for:

Applicant’s relationship to dependant(s) and any other relevant information:

Details of the care provision normally used for your dependant(s):

Details of additional care provision required:

Anticipated additional care expenses, in local currency (please specify) and/or GBP (£):

|  |  |  |
| --- | --- | --- |
| .............................................................................................  .............................................................................................  ............................................................................................. | **Currency**  ..........  ..........  .......... | **GBP (£)**  ..........  ..........  .......... |
| **Total expenses requested (up to a maximum of £400 or currency equivalent)** | .......... | .......... |

Receipts will be required to support all expenses claimed. If receipts are not available at the time of the application, they should be submitted as soon as they have been received. Any funds remaining from the grant that are unspent or not supported by receipts must be returned to The Company of Biologists within 1 month of the end of the meeting.

Justification for funding request (250 words maximum):

By submitting this application form, you consent to The Company of Biologists having access to and using your personal data, including those of your dependants, for the purposes of processing your application in accordance with the Company [privacy policy](https://www.biologists.com/privacy-policy-if-you-are-a-grant-applicant-or-sponsor/), which explains how we collect and use your personal data. We also encourage you to read our [T&C’s](https://www.biologists.com/terms-conditions/). For questions, please [contact us](mailto:dataprotection@biologists.com) for further information.

**Applicant’s signature:**  **Date:**

**Supporting notes**

* Grants may be awarded for childcare, elder care or other dependant care.
* The maximum award is £400 (or currency equivalent) per delegate/speaker.
* Grants will be allocated based on individual need and the number of applications per meeting; applicants are not guaranteed to receive the full amount requested.
* Eligible costs include:
  + travel and accommodation costs for an accompanying carer at your home or at the meeting
  + childcare at the meeting
  + additional care at home (above any normally incurred costs).
* Payment for care that is already in place for normal working arrangements will not be supported.
* The Company of Biologists cannot provide logistical support for arranging child/dependant care and cannot guarantee that childcare will be available at the meeting venue.
* Funds are normally paid by bank transfer after the meeting; however, if your application is approved and you require funds in advance of the meeting, please let us know.