

## Journal of Neuroendocrinology Symposium Support Fund Rules

**Deadline: can apply throughout the year**

Symposium organisers wishing to take advantage of these grants should initially contact one of the Editors-in-Chief: Professor Julian Mercer ([j.mercer@abdn.ac.uk](mailto:j.mercer@abdn.ac.uk)) or Professor Bob Millar ([bob.millar@up.ac.za](mailto:bob.millar@up.ac.za)). The criteria are:

1. The fund is intended to support focussed, subject specific, scientifically valuable meetings (usually small meetings) that might otherwise have difficulty covering their costs, or where additional support would facilitate wider community involvement e.g. through provision of ECR travel grants.
2. The sum offered will normally not exceed £5k.
3. Funds should be requested and released sufficiently in advance of the meeting to allow the organisers to use it effectively, and to put in place the arrangements needed to attract submission of material intended for publication in the journal
4. The fund can be used to cover speaker costs, meeting room costs etc, with especial emphasis on supporting ECRs, but not items such as social activities, alcohol or consumables.
5. The fund will normally be used to support meetings that have sessions from which the Editor(s) would like to commission material for the journal.
6. In return for this support, the organisers of the meeting must agree to the following:
  - a. To acknowledge the funding on the web site and in promotional materials for the meeting and on slides at the start of sessions;
  - b. To facilitate the Editor(s) in commissioning material for JNE based on content from the meeting, giving the Editor(s) first refusal on such material. Nonetheless, it is acknowledged that this may occasionally not be possible, but the value to the international research community may still justify support of the meeting;
  - c. To publicise the material when it is published in JNE;
  - d. To submit a brief post-meeting report of how the money was used and how the meeting benefitted from it.
7. Should the meeting not take place, the organisers must reimburse the funds to the BSN.

Applications should be submitted on the application form.