



AMERICAN SOCIETY OF
TRANSPLANTATION
RESEARCH NETWORK

Travel for Techniques in Transplantation Research (T³R) *to promote lab-to-lab partnerships in transplantation science*

Purpose

The Travel for Techniques in Transplantation Research (T³R) program supports the travel of a scientist to the laboratory/institution of another scientist for the acquisition of new techniques in the areas of basic, translational, and clinical research in the field of transplantation.

T³R travel grants award up to \$2,000 for travel expenses. The AST Research Network will award four travel grants per year. To apply, download and complete the T³R Program Application from www.myAST.org/research. Please contact research@myast.org with any questions.

Eligibility

- Scientists with independently funded research programs (PIs) may apply.
- Applicants must be AST members in good standing and maintain their membership for the duration of the award.
- The applicant may be the person to travel or may assign the award to a trainee in his or her lab or another lab member. The trainee or lab member is not required to be an AST member.
- A laboratory cannot receive more than one travel award in an award cycle.
- The travel must be set for beyond award notification. Travel that has taken place prior to the award notification is not eligible.
- International travel is allowed but the travel support will not be increased.
- This program does not support travel to workshops.
- Scientists employed by for-profit corporations or federal agencies are ineligible to apply for this award.

Application Requirements

Applications are being accepted on a rolling basis. The total number of grants will not exceed four annually.

The applicant should demonstrate a need for the new technique and articulate why and how the technique will benefit their research program. The applicant should briefly discuss the relevance of the technique to studies in solid organ transplantation.

It is expected that the technique is not available at the applicant's institution. If the technique is available at the applicant's institution, the applicant must explain why she/he is requesting to travel to learn the technique.

At the time of application, the PI must demonstrate she or he has access to grant or institutional start-up funds that will allow them to apply the newly acquired technique in their research.

The applicant and the host PI must provide their biosketch.

Award and Travel Support

The T³R award covers reimbursement of up to \$2,000 USD in accordance with the T³R travel reimbursement terms and conditions.

The AST Research Network will award four (4) travel grants per year.

There is a limit of one award per laboratory. No more than one person per laboratory may receive a travel award per year.

Awardees will be recognized at the American Transplant Congress following the award.

Terms and Conditions

1. Travel may not take place prior to the award notification date.
2. Travel must be completed within 12 months of notification of the award. Any exceptions require notice with justification and must be approved by the AST Research Network Committee.
3. International travel is allowed but the award will not be increased.
4. It is the responsibility of both the visiting and hosting PIs and their lab members, in conjunction with their institutions, to ensure that all academic and research activities carried out in or outside the US comply with the laws or regulations of the US and/or of the foreign country in which the academic and/or research activities are conducted.
5. The awardee will be required to provide a report of the travel experience at the time the reimbursement claim is submitted. The report will be comprised of two sections. The first section will serve as a technical summary on the outcome. The second section will be a description of the importance of the program which may be shared on the AST website.
6. Verification of grant or institutional start-up funds by department chair or division chief.
7. The reimbursement standard for AST is:
 - a. Round-trip coach airfare or mileage for driving to the destination (not to exceed the equivalent coach airfare to the location)
 - b. Sleeping room and tax
 - c. Meals, total up to \$125/day with the following guidelines:
 - i. Breakfast – up to \$30 (including tip)
 - ii. Lunch – up to \$30 (including tip)
 - iii. Dinner – up to \$65 (including tip)
 - d. Ground transportation (mileage, tolls, parking, taxi/ride-sharing service)
 - i. If a traveler chooses to use a private car service, they will be reimbursed only the normal fee charged by a cab/ride-sharing service or mileage.
8. Flights must be booked a minimum of twenty-one (21) days prior to travel unless extenuating circumstances prevent this action. Extenuating circumstances should be brought to the attention of the AST Executive Staff as they arise. Flights booked in less than 21 days of travel will normally be covered at the 21-day rate, and the traveler may be responsible for any difference. If individuals wish to change their flight after the booking has been confirmed, they must submit a request to the AST Administrative Manager before any changes are made. If the change is not approved, the individual may be responsible for any associated fees.
9. Requests for reimbursement must be submitted to the Administrative Manager within two weeks of the trip completion. For all reimbursable expenses, original receipts must accompany an AST-provided expense form and be sent to the Administrative Manager to obtain reimbursement. For auditing purposes, travelers must provide receipts for all reimbursable expenses over \$10.

Review Process and Criteria

The AST Research Network Committee reviews and selects the T³R award recipients.

Review criteria is based on relevance to transplantation, potential significance of the work resulting from the new technique, innovation/novelty, investigator, and demonstrated need.

Applicants will be notified of the status of their application within one month of submission.