



Bloedel Traveling Scientist Program Guidelines

Traveling Scientist Program

The Traveling Scientist Program was established to provide support for Bloedel research affiliates to visit other institutions for collaborative research and to learn new techniques, and to support scientists from other institutions to visit UW for collaborative research. Applicants are encouraged to apply early, since limited funds are available at any time.

Philosophy and Guidelines

An extremely important part of modern biomedical science is the sharing of ideas, methodologies and specialized resources between groups of investigators who reside in different regions. This need is partially met by national and regional scientific meetings and short visits to other laboratories. The Virginia Merrill Bloedel Hearing Research Center pioneers recognized that a program to encourage meaningful collaborations between our Affiliates and other institutions throughout the world would enhance our research efforts worldwide and facilitate progress in hearing and balance research. To this end, the Virginia Merrill Bloedel Traveling Scientist Program was developed to offer these annual awards.

Conditions

- A. Eligibility:** All active Affiliates of the Virginia Merrill Bloedel Hearing Research Center are eligible to apply to become a Traveling Scientist or may apply to sponsor a visiting scientist from another institution for collaborative research, or to learn or to teach new techniques. Each Affiliate is limited to one travel scholarship per year. Affiliates can apply throughout the calendar year; there is no defined application period. Grants will be awarded based on availability of funds at the time of the application and new awards will take precedence over repeat award recipients. Applicants who have received prior award funding with the same collaborator are required to submit evidence of past productivity with their application – such as a list of publications/presentations/grants which resulted from receiving past traveling scientist awards.
- B. Duration and Purpose of Travel:** The purpose of the travel should be to enhance hearing and balance research worldwide by facilitating meaningful collaborations between active investigators. In this regard, funds are intended to support extended visits between laboratories, research facilities, or clinical centers for purposes such as:
- Learning new methodologies.
 - Collaborative research with investigators who reside at another institution.
 - Use of specialized facilities or instrumentation not available at the home institution.
 - Learning new clinical procedures that will allow extensions of clinical research.
- In any single case, one or more of these objectives may be best met either by the Affiliate traveling to another institution, or by a scientist traveling from another institution to work with the Affiliate. It is recognized that the time of any one visit will be variable, depending on the responsibilities of the applicant, and in some cases the funds available. In many cases, the funds may be used to cover a portion of the costs when other funding is available. This will enable more Affiliates to take advantage of the program



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- C. Use of Funds:** Funding by this program is intended to cover some travel and living expenses for the Affiliate visiting another institution, or by the Visiting Scientist from another institution.

Below are guidelines for use of funds:

- a. Economy class roundtrip travel
- b. Lodging
- c. Per Diem expenses for meals (at approved Washington State rates)
- d. Necessary incidental expenses (e.g., local transportation, laundry)
- e. For extended visits – those greater than one month actively working with a UW collaborator – reimbursement of additional travel expenses incurred by a spouse and/or immediate family member may be approved, depending on funding availability. Reimbursement procedures will follow the University of Washington guidelines for “Spousal and Family Travel”. Please note that family member expenses are liable to a 30% tax that the Visiting Scientist expenses are not.
- f. Lodging and meal per diem are only provided for active working days, weekends and University holidays. Personal vacation days are not eligible (nor counted towards an “extended” visit).

For Visiting Scientists only: In general, it is expected that the Visiting Scientist will be paid by his/her institution. However, if a salary supplement gives a Visiting Scientist the ability to carry out research with an Affiliate when other sources of salary are not sufficient (e.g., when person is only partially paid while on sabbatical leave), then the Visiting Scientist is advised to include the request in the application. A strong rationale for the necessity of a salary supplement will be required and approval will depend on available funds.

Restrictions

- a) These funds are not intended to cover travel to professional meetings or to support visiting lectures alone.
- b) These funds are not intended to cover salary or benefits of UW faculty while on sabbatical leave.
- c) These funds are not intended to be used for research equipment or supplies.