UNIVERSITY OF CAPE TOWN

DEPARTMENT OF PAEDIATRICS AND CHILD HEALTH
RED CROSS WAR MEMORIAL CHILDREN'S HOSPITAL
KLIPFONTEIN ROADRONDEBOSCH
7700
Enquires: G. Hopley
geanine.hopley@uct.ac.za

Department of Paediatrics and Child Health (DPCH)

Departmental Travel Awards

Students and Emerging Researchers

1. Purpose of the DPCH Travel Awards

The DPCH Travel Awards, administered by the Departmental Research Committee (DRC), support departmental members who are actively contributing to academic conferences and meetings in order to:

- Disseminate DPCH research
- Enable academic networking and collaboration
- Promote departmental visibility nationally and internationally
- Support training and career development of future clinician-scientists and researchers
- Strengthen research capacity and transformation within the Department

Travel awards are competitive, limited by budget, and intended as partial contributions only.

Priority is given to students and postdoctoral fellows.

2. Eligibility Pathways

Applicants must qualify under one of two categories only:

Category A – Students and Postdoctoral Fellows (Primary Priority)

Includes:

- Honours, Masters/MSc, Mphil, PGDip, PhD, and MMed students
- Registered postgraduate students
- Postdoctoral research fellows

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Applicants must:

- Be registered within DPCH for the year of the conference
- Have a DPCH supervisor
- Be presenting research at the meeting

Frequency limit

- One award per registered degree (or per postdoctoral appointment)

Category B – Emerging Researchers (Limited Secondary Pathway)

This pathway supports early- to mid-career researchers with limited access to discretionary funds.

Defined as a DPCH staff member who:

- Is an early- to mid-career researcher
- Does not hold > R100,000 in current internal/miscellaneous/investment discretionary funds
- Is not fully funded to attend the conference
- Is actively presenting research
- Has applied for other funding sources (mandatory)
- Can demonstrate that attendance will:
    - Benefit their career development
    - Benefit the Department
    - Expand research capacity and/or transformation within DPCH

Frequency limit

- May not receive this award more than once every 3 years

3. Contribution to the Conference (All Applicants)

Applicants must be actively contributing to the conference as:

- Presenting author / first author of an oral or poster presentation, or

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- Invited speaker

Only the presenting / first author is eligible for funding (co-authors are not eligible).

Applications must include:

- Proof of abstract acceptance or invitation
- Applications pending abstract acceptance may be submitted, but funding will only be disbursed once acceptance is confirmed

Invited speakers:

- If flights and accommodation are fully covered by the congress or society, applicants are not eligible for additional funding
- Invited speakers may apply for flights and accommodation only, where these are not otherwise covered

4. Call Schedule

Awards are advertised three times per year:

- February → March–June conferences
- May → July–October conferences
- September → November–February conferences

No retrospective awards will be made.

Applications must be submitted before the conference takes place.

5. Funding Amounts

Maximum awards (subject to budget):

- International meetings: up to R20,000
- National meetings: up to R12,000

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International meetings held within South Africa are considered national.

Awards are partial contributions only.

Combined subsidies from DPCH and other sources may not exceed allowable costs.

6. Allowable Costs

Eligible:

- Economy airfare
- Limited relevant local travel
- Registration fees
- Subsistence (per UCT policy)

Virtual registration supported only if presenting.

Not eligible:

- Retrospective claims
- Non-presenting co-authors
- Non-conference expenses

7. Ethics Requirements

- Currently valid HREC approval absolute requirement
- Title discrepancies must be explained

8. Requirement to Seek Other Funding

Mandatory for Emerging Researchers

Applicants must show evidence of applications (where eligible) to:

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- URC
- Hospital Board
- MRC
- Other sources where eligible

Applications will not be considered without documented attempts.

Recommended for Students

Students are encouraged but not required to apply elsewhere.

9. Application Requirements

All applicants must apply via the online portal. During submission applications must submit: submit:

- Application form
- Proof of presentation/invitation
- Budget and quotes
- Ethics approval
- Short motivation

Additional requirements by category

Students/Postdocs

- Proof of current registration
- Supervisor details and fund number

Emerging Researchers

- Declaration of discretionary funds (<R100k)
- Evidence of other funding applications
- Narrative justification (max 300 words) addressing:
    - Career benefit
    - Departmental benefit
    - Research capacity building
    - Transformation impact

10. Award Conditions

Awardees must:

- Claim funds within 2 years
- Submit academic and financial report within 2 months of return
- Present at DPCH Research Days within one year
- Acknowledge DPCH funding
- Repay funds if unused (or misused)

Failure to comply may result in ineligibility for future awards.

11. Queries

Please contact Geanine Hopley or Gail Landers with queries

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Gail.landers@uct.ac.za