



The Elements of
Bioremediation,
Biomanufacturing
& Bioenergy

Metals in Biology
(MiB)

E3B: METALS IN BIOLOGY BBSRC NIBB OPERATIONAL GUIDELINES FOR EARLY CAREER RESEARCHER FELLOWSHIP PLANNING-VISIT FUND

1. What is the Early Career Researcher fellowship planning-visit fund?

The E3B: Metals in Biology BBSRC NIBB Early Career Researcher (ECR) fellowship planning-visit fund provides travel and accommodation support to academics within the Network to host an ECR's visit to academia and industry to plan collaborative fellowship application(s) in [remit of the Network](#) including [industrial biotechnology and bioenergy](#). New members can join at any time by completing a membership form on the [E3B BBSRC NIBB website](#).

2. How much funding is available?

In this open call, the Network is expecting to make awards of up to £2K to the host institution. Please contact metals.bbsrcnibb@durham.ac.uk to find out if the ECR fellowship planning-visit fund is still available.

3. Who is eligible to apply for the funding?

Funding is available to UK-based academic hosts who are [eligible to receive BBSRC funding](#) (section 3) and are members of the [E3B: Metals in Biology Network](#).

The Network defines ECRs as PhD students and researchers within 10 years of completing a PhD excluding any career breaks.

4. What activities will the funding support?

Funds will support travel and accommodation for ECRs to visit the academic host and industry partner to build fellowship application(s).

5. When is the funding call?

The call for applications will be advertised on the [E3B: Metals in Biology Network website](#) and by email to members as well as other outlets such as twitter (@METALSBBBSRCNIBB) to ensure wide coverage of the opportunity.

6. What is the application process?

The academic host should complete an application form available on the [E3B: Metals in Biology Network website](#) or by request to the Network Manager: metals.bbsrcnibb@durham.ac.uk.

The academic host, ECR and industry partner(s) must be members of the Network by completing a membership form on the [E3B: Metals in Biology Network website](#). The academic host must be [eligible for BBSRC funding](#) (section 3).

The following will be required to complete the application process and form:

- Confirmation that the academic host and ECR agree to the call conditions
- Confirmation that the academic host is [eligible for BBSRC funding](#) (section 3)

- Confirmation that the academic host, ECR and industrial partner(s) are members of the Network
- Email from authorised individual (eg Head of Department or Research Office) at host institution confirming willingness to host the ECR, if subsequent fellowship application is successful
- Applicant details (academic host/ECR/industrial partner(s) name and contact details)
- Project details (description (up to 250 words) of intended project to be developed along with associated relevant information which must include: fellowship scheme(s) to which the ECR intends submitting application(s), nature of industry link, expertise of academic host), current technology readiness level (TRL) and anticipated TRL, if subsequent funding won
- Short curriculum vitae of ECR (2-page)
- Financial details (estimated cost of travel and accommodation for visit, up to £2K)

The completed application form should be emailed to: metals.bbsrcnibb@durham.ac.uk

Applications will be acknowledged within 3 working days.

The Network Manager will check the application meets the criteria and has the required information.

7. What is the review process?

The E3B: Metals in Biology Network Executive Group (EG), together with representatives from the Management Board (MB) and other members as required, will evaluate applications. Recommendations will be authorised/approved by the EG. The Chair of the MB will review the award recommendations. All awards are subject to retrospective oversight from the MB.

Criteria for assessment will be:

- Relevance of application to [remit of the Network](#) including industrial biotechnology and bioenergy ([defined by the BBSRC](#) as the use of biological resources for producing and processing materials, chemical and biopharmaceuticals)
- cv of ECR
- Nature of industry link
- Quality of project and host(s)

8. How and when will the funds be paid?

E3B: Metals in Biology Network will reimburse the host institution for travel and accommodation after the event on submission of a claim form and receipts. The applicant should complete an expenses claim form available on the [E3B: Metals in Biology Network website](#) or by request to: metals.bbsrcnibb@durham.ac.uk. Payments will be made directly to the bank account of the host institution provided on the claim form.

9. What reporting will be required?

The academic host must provide the Network (metals.bbsrcnibb@durham.ac.uk) with details of the fellowship schemes to which the ECR submitted applications. Successful applications will be recorded on the BBSRC NIBB monitoring system and subsequent reporting available in the public domain (eg Network website and BBSRC publications).

The academic host must agree to assist the BBSRC with any additional reporting requirements requested by the [Department of Business, Energy and Industrial Strategy](#) and / or its partners.

10. What data protection and data sharing processes are in place?

Please read the E3B: Metals in Biology Network privacy notice before completing an application form. Contact metals.bbsrcnibb@durham.ac.uk if you have any questions.

Copies of applications will be made available to the E3B: Metals in Biology Network evaluation panel in confidence. They will use information provided in the application for processing the proposal, the award of any consequential funding, and the payment, maintenance and review of the ECR fellowship planning-visit fund. In order to meet the BBSRC obligations for public accountability and the dissemination of information, details of awards may also be made available on the research councils' websites and other publicly available databases, and in reports, documents and mailing lists.

BBSRC will use this information for research-related activities, including but not limited to, transfer of funds, statistical analysis in relation to evaluation of the BBSRC NIBB, study of trends and policy and strategy studies.

To meet the Research Councils' obligations for public accountability and the dissemination of information, details of grants (including successful travel awards) may also be made available on the Research Councils' web sites and other publicly available databases, and in reports, documents and mailing lists.

11. Who do I contact if I have any questions?

If you have any questions regarding the application process, please contact the Network Manager: metals.bbsrcnibb@durham.ac.uk

