**BES travel grant scoring sheet**

**Name of assessor: Date:**

**Applicants Name:**

|  |
| --- |
| **Research Quality**  |
| Comments | Score (out of 30) |
|  |  |
| **Importance and Impact of Meeting** |
| Comments | Score (Out of 30) |
|  |  |
| **Benefit to applicant** |
| Comments | Score (Out of 40) |
|  |  |
| Total Score (out of 100) |  |
|  |
| In your opinion should this applicant grant the travel fund (max £250) Yes or No |  |

**Research travel grant assessment criteria**

Each application will be scored based on the following criteria by 3 or members of the research committee.

**Research quality**

* What are the prospects for good scientific progress?
* How convincing and coherent is the management strategy proposed?
* Robust methodology and experimental design should be at the centre of any proposal to aid reproducibility of research findings. Has the applicant clearly set out and justified the following:
	+ Measures for avoidance of bias (eg blinding, randomisation)
	+ Number of experimental and control groups and sample size per group
	+ How the sample size was calculated, showing power calculations and including justification of effect size
	+ Overview of the planned statistical analyses in relation to the primary outcomes to be assessed
	+ Frequency of measurements/interventions to be used
	+ Circumstances in which power calculations are not appropriate to determine sample size
	+ How well have project risks been identified, and will they be mitigated?

**Importance and Impact of the meeting**

* How important is the meeting being attended?
* What is the potential audience?
* Will it contain the appropriate audience for the work presented?
* Will it help dissemination of the work being presented?
* Will there by opportunities for the applicant to network amongst peers which is professionally beneficial?

**Benefit to applicant**

* Is the applicant at an early stage of their career?
* Will the support to attending such a meeting be beneficial to their development?