



Instructions and advice for applicants to BOA 2023 Travelling Fellowships

All applicants should read the terms and conditions and application form carefully as well as this document (see <https://www.boa.ac.uk/learning-and-events/fellowships-awards/travelling-fellowships/how-to-apply.html>)

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Fellowships available

The BOA endeavours to provide exceptional educational training opportunities for its members throughout each stage of their careers.

Every year, the BOA offers a number of Travelling Fellowships to its members. These fellowships offer a unique opportunity to visit UK or overseas centres of excellence to gain knowledge and experience within trauma and orthopaedic surgery.

Fellowships are awarded on merit to current BOA members (see below section ‘Who can apply’ for further information).

We are grateful to the fellowship sponsors this year, as follows:

- Heraeus (1 fellowship on infection in memory of Andrew Sprowson)
- Postgraduate Orthopaedics (1 fellowship)

We also recognise the endowments set up through donations or bequests from past members Mr Soli Lam and Mr Ram Kumar Chatterjee.

We have allocated funds from these endowments (Soli Lam General Fund, Soli Lam Spinal Fund and Chatterjee Fund) to support fellowships in 2023 – the number and award amount, as well as eligibility criteria are below:

SAS Education Fellowship

We are delighted to announce a new SAS Education Fellowship of £3,000 Fellowship for an SAS or LED member for a project of up to 12 months to support their education or career development. We encourage our SAS colleagues to be innovative in considering their Education Fellowship proposals and look forward to seeing your ideas.



Who can apply?

Applicants must be current BOA Home Associates, Post-CCT, SAS or LED Member surgeons in good standing. Candidates can only be considered if they are BOA members and are currently up-to-date with their membership subscription fees and have updated their membership category to reflect their current grade/post. Post-CCT members are eligible as long as they have not taken up a Substantive Consultant post or been appointed to one by the closing date of 23rd October.

The SAS Education Fellowship is open only to SAS and LED members.

Please ensure you have read the [terms and conditions](#) about eligibility, funding and claiming funds.

How do I apply and what are the timelines?

Please email a completed application form, your CV, Equality and Diversity Monitoring form, and a letter of recommendation from your TPD* in Word format (.doc or .docx) to policy@boa.ac.uk by 23:59 on **23rd October 2023**.

*If you are a Post-CCT, SAS or LED Member, applicants are not required to supply a letter of recommendation.

Your application will be reviewed by a panel of BOA advisors to produce a shortlist of applicants who will be invited to interview.

Online interviews will take place the final week of and final funding decisions will then be made.

Successful applicants will be notified by **21th December 2023** and the fellowship must commence within 12 months of being awarded.



What amounts are available?

| Fellowship name | Maximum Award | Funder | Eligibility Criteria | Number available |
|--------------------------------------|--------------------------|-------------------------------|--|-------------------------|
| <i>BOA Travelling Fellowship</i> | <i>£1,500</i> | <i>BOA</i> | <i>BOA member</i> | <i>3</i> |
| <i>BOA Travelling Fellowship</i> | <i>£3,000</i> | <i>BOA</i> | <i>BOA member</i> | <i>3</i> |
| <i>BOA Travelling Fellowship</i> | <i>£10,000</i> | <i>BOA</i> | <i>BOA member</i> | <i>1</i> |
| <i>SAS Education Fellowship</i> | <i>£3,000</i> | <i>BOA</i> | <i>BOA SAS/LED member</i> | <i>1</i> |
| <i>PGO BOA Travelling Fellowship</i> | <i>£2,500</i> | <i>PGO</i> | <i>BOA member</i> | <i>1</i> |
| <i>Andrew Sprowsen Fellowship</i> | <i>£1,500</i> | <i>Heraeus</i> | <i>BOA member, In the field of Infection</i> | <i>1</i> |
| <i>Soli Lam Spinal Fellowship</i> | <i>Up to £15,000</i> | <i>Soli Lam Endowment</i> | <i>BOA member, Spine subspecialty</i> | <i>1</i> |

- Applicants may apply for one BOA travelling Fellowship (grey highlight) and/or one externally funded travelling Fellowship (green highlight).
- They may additionally apply for the SAS Education Fellowship if eligible.
- Applicants can specify the total expected cost of their fellowship, up to the maximum. Fellowships can be awarded at below the maximum value. Unspent funds roll forward to future years.
- These fellowships either contribute towards total fellowship costs, or they may fund the costs in full.
- Unless otherwise specified in the eligibility criteria, fellowships will fund applications across all specialties.
- Funds will be awarded to the top scoring applications for each Fellowship based on merit.

The application form will ask applicants to indicate which Fellowship(s) they wish to be considered for. Candidates will be responsible for finding or funding additional costs, where the Fellowship provides only contribution funding.

What does the fellowship funding cover?

The fellowship award will cover travel and accommodation for the successful Fellow and certain other costs of taking part in a fellowship. It does not cover travel, accommodation, or costs for anyone else travelling with the Fellow, e.g. partner or family members. Please refer to the Travelling Fellowship Terms and Conditions for more information on what costs are eligible. These also provide an explanation about how you claim the funds awarded, and how and when reimbursement takes place.

Please note that you will need to provide itemised receipts for all expenses, including subsistence/food, to claim reimbursement. It is not possible to claim subsistence as a per diem allowance. This is due to our audit requirements as a registered charity.

Please note, where the travel is within the UK, we appreciate that there will be many ways to organise this – some people may be able to live at home and commute to the host site, others may be able to stay with family or friends, while others may need accommodation. The scheme is flexible and allows you to apply for the relevant costs that you would incur to do the fellowship.

How should I prepare my fellowship proposal?

In your application, we expect to see that you have identified a host unit, a host supervisor and a likely duration for your fellowship. In your application you will need to explain how this particular fellowship will benefit you and what you hope to achieve from it, and detail the potential wider benefits to patients, the profession and the BOA.

Please note that it is preferable for the intended Fellowship to have track record, rather than to be unused to hosting fellows.

The application form asks for expected costs of undertaking your fellowship, so you will need to have researched travel and accommodation costs.

In relation to COVID-19 and continued uncertainty surrounding travel, the following specific arrangements will apply to the 2023 BOA Travelling Fellowships:

- Your proposed fellowships may take place in the UK, Europe and other worldwide destinations.
 - If you do wish to travel beyond the UK, please be advised to check thoroughly that your proposed country of travel is (or is projected to be) open to travellers at the time of your proposed fellowship.
 - Other logistics and precautions related to COVID-19 restrictions must also be thoroughly thought through. These include: vaccination or testing rules, length of stay allowed, quarantine procedures etc. in your proposed country of travel.
- Your proposed fellowship may take place across multiple visit sites in your proposed country of travel, or more than one country, if travel permits, but you should think carefully about any challenges if considering this.
- Your proposed fellowship may be for a maximum of 12 months.
- We normally ask that travel is booked as far in advance as possible. We ask fellows to travel as economically as they can and certainly within the funding amount offered for the fellowship if successful.



- Fellow should have relevant travel insurance from the time they book their travel/accommodation and read the fine print i.e. for cancellations/unforeseen circumstances and COVID-19 coverage.
- Successful applicants must commence their fellowship **within 12 months** of being awarded (with awards due to take place in December 2023, i.e. travel to commence by December 2024).
- We encourage you and your hosts to be innovative in planning for undertaking a fellowship; the significant waiting lists for surgery in the UK may affect the ability of some centres to offer fellowships if they need to focus on delivery of patient care. Please use your application form to tell us what you would seek to learn and how, especially if there is less operating time than might otherwise be the case.

Applicants should consider the following before applying:

- In the event that the fellowship cannot go ahead at the planned time, your TPD should be able to accommodate you in your usual placement.
- The host of the Fellowship needs, as best as possible, to be able to guarantee that the normal learning outcomes will be met.
- It is preferable for the intended Fellowship to have a track record, rather than to being unused to hosting fellows.
- The host country should have an established contingency plan to cope with any increase in cases, emergency lockdowns or restrictions due to COVID 19.

Further information

Please direct any queries to our Policy and Programmes team at policy@boa.ac.uk.