



Terms of Reference

ESOT Educational Scholarship

ESOT Educational Scholarship

20 ESOT scholarships in support of young transplant professionals to attend an ESOT course/masterclass or an ESOT scientific meeting.

Target audience

European young transplant professionals in the early stages of their career who belong to the following categories: junior permanent members of staff, non-permanent staff trainees and people who are within 3 years of appointment for permanent staff.

Amount awarded

Up to EUR 1.000 will be paid directly to each successful applicant.

The registration fee for the chosen course/scientific meeting will be waived and ESOT will cover travel expenses of each successful applicant **for up to EUR 1.000**. The amount of the reimbursement will be calculated based on the receipts the successful applicants will submit as proof of their actual expenses.

Duration of the scholarship

Time of the course/scientific meeting the applicant chooses.

Conditions

- a. Applicants must be in the early stages of their career. Applicants may be involved in any area of the transplant field and must be part of the categories listed in the target audience.
- b. Applicants must reside/work in Europe (Europe is defined as all countries that are members of [the Council of Europe](#)).
- c. Applicants must be ESOT members in good standing at the time of application and until the last day of the chosen course/scientific meeting.
- d. Applicants cannot apply for this type of grant within three years of a previously successful application.
- e. The course/scientific meeting should begin within a calendar year of the grant being awarded.

Application materials

- a. A complete application form, including the following information:
 1. Course/scientific meeting the applicant would like to attend
 2. Current place of work
 3. The applicant's learning objectives in relation to the chosen course/scientific meeting.
- b. A brief CV (max. 2 pages) – longer CVs will not be considered.
- c. A letter signed by the Head of the applicant's Department in the Home Institution confirming that the applicant belongs to one of the categories listed in the target audience.

Application and review process

Application calendar

Applications will be open for two months from the time of the advert and must be submitted online on the ESOT platform. All documents must be in English.

Review and evaluation process

Applications will be evaluated by a Selection Committee consisting of **the ESOT Secretary, the ESOT Education Committee members (EC), and 2 of the elected ESOT Councilors** (to be appointed in rotation every year by the ESOT Secretary).

Each member of the Selection Committee will independently score every application in the following domains:



Terms of Reference

- a. overall career progression and achievements of the applicant
- b. evidence of a career committed to transplantation
- c. relevance and importance of the course/scientific meeting to the career progression of the applicant.

The applicants with the top 20 scores will be awarded the scholarships.

Notification

Applicants will be notified of the outcome of their application by the end of December of the current year. 5 out of 20 Educational Scholarships will be reserved to applicants working and residing in Eastern European countries according to the [United Nations classification](#).

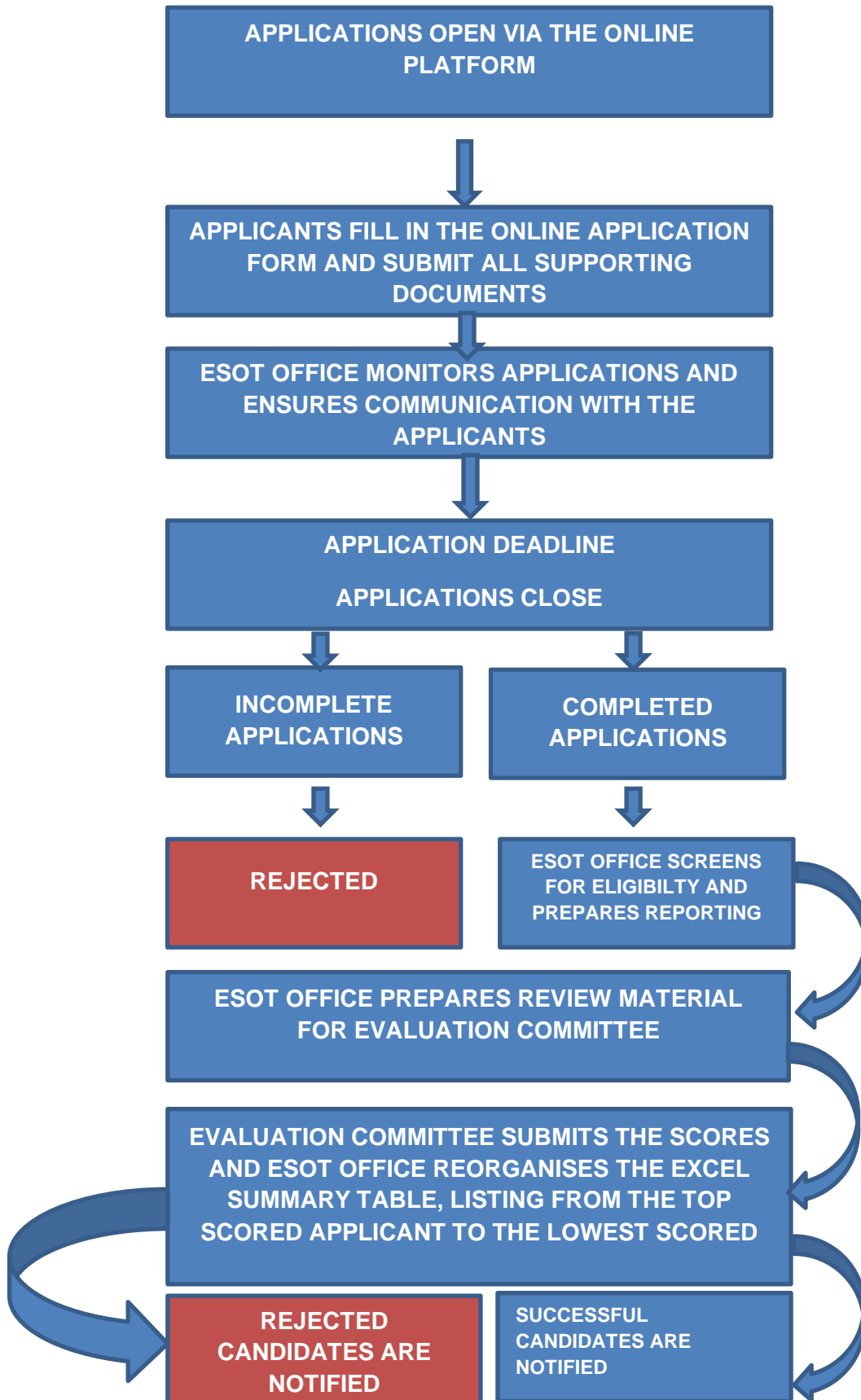
Follow up & acknowledgement

- The award is conditional on successful applicants registering for and attending the chosen course/scientific meeting.
- Reimbursement will be completed within 4 weeks of providing receipts for registration and actual travel expenses. ESOT will accept requests to advance a portion of the total grant amount if the reasons are justified. These requests will be evaluated on a case-by-case basis.
- Successful applicants will be required to complete an evaluation form and provide ESOT with a brief report (ESOT will provide the template) on their experience and how the ESOT grant contributed to their clinical practice in the original department. They will also be requested to submit a short video testimonial (1 minute max.) that will be posted on ESOT's social channels. Applicants who fail to provide the written report will not be allowed to apply for any type of ESOT grant in the future.

As a general rule, if one applicant applies for more ESOT grants in the same year and is successful in all applications, he/she will be awarded only one grant based on his/her preference.

See APPENDIX 1 for the application and review process.

APPENDIX 1: APPLICATION AND REVIEW PROCESS – ESOT EDUCATIONAL SCHOLARSHIP





Terms of Reference

Sevda Hassan Study Scholarship

Sevda Hassan Study Scholarship

5 ESOT scholarships to facilitate travel for a variable period to acquire specific knowledge and/or skills which are important for the applicant's overall career progression and for the overall work and progress of the applicant's institution.

Target audience

European transplant professionals of all disciplines will be considered.

Amount awarded

Up to EUR 4.000 will be paid directly to each successful applicant.

ESOT will cover travel expenses related to each successful applicant's stay in the identified European Transplant Centre **for up to EUR 4.000**. The amount of the reimbursement will be calculated based on the receipts the successful applicants submit as proof of their actual expenses.

Duration of the scholarship

From 2 weeks to 6 months.

Conditions

- a. Applicants at all career stages are welcome to apply.
- b. Applicants must reside/work in Europe (Europe is defined as all countries that are members of [the Council of Europe](#)).
- c. Applicants must use the grant to visit a Transplant Centre located in Europe (different from the Home Institution).
- d. Applicants must be ESOT members in good standing at the time of application and for the whole study period.
- e. Applicants cannot apply for this type of grant within three years of a previously successful application.
- f. The scholarship should begin within a calendar year of the grant being awarded.

Application materials

- a. A complete application form, including the following information:
 1. Project aims
 2. Current place of work
 3. Details of the Host Centre
 4. Applicant's learning objectives in relation to the project
 5. How the applicant is going to implement/apply the knowledge and skills gained upon return to the Home Department
 6. Length of time the applicant is planning to spend in the Host Centre.
- b. A brief CV (max. 2 pages) – longer CVs will not be considered.
- c. A letter of support signed by the Head of the applicant's Department in the Home Institution to undertake the scholarship; this letter should address the applicant's achievements and overall professional development as well as the specific educational aims of the study period and the anticipated impact on the Home Institution of the knowledge/skills gained.
- d. A letter signed by the Department Head of the Host Centre detailing how the centre can support the applicant's learning objectives and professional development.
- e. A clear and rigorous budget illustrating how the scholarship funds will be allocated.



Terms of Reference

Application and review process

Application calendar

Applications will be open for two months from the time of the advert and must be submitted online on the ESOT platform. All documents must be in English.

Review and evaluation process

Applications will be evaluated by a Selection Committee consisting of **the ESOT Secretary, 4 elected ESOT Councillors** (to be appointed in rotation every year by the ESOT Secretary), and **4 Chairs of the ESOT Sections/Committees** (to be appointed in rotation every year by the ESOT Secretary).

Each member of the Selection Committee will independently score every application in the following domains:

- a. overall career progression and achievements of the applicant
- b. evidence of a career committed to transplantation
- c. clarity regarding the aims of the study period and their feasibility
- d. relevance and importance of the study period to the career progression of the applicant and the overall progress of the Home Institution
- e. clarity of the budget.

The applicants with the 5 top scores will be awarded the scholarships.

Notification

Applicants will be notified of the outcome of their application by the end of December of the current year. 2 out of 5 Sevda Hassan Study Scholarships will be reserved to applicants working and residing in Eastern European countries according to the [United Nations classification](#).

Follow up & acknowledgement

- Reimbursement will be completed within 4 weeks of providing receipts for actual travel expenses. ESOT will accept requests to advance a portion of the total grant amount if the reasons are justified. These requests will be evaluated on a case-by-case basis.
- Within 8 weeks from the completion of the study period, successful applicants will be required to provide ESOT with a short report of their study period (ESOT will provide the template), highlighting the relevant outcomes and how the ESOT scholarship impacted their clinical practice in the original department. Successful applicants are requested to include in the report also the scientific relationships they have built thanks to the ESOT grant and any scientific studies and publications started or produced during the study period. Successful applicants will also be requested to submit a short video testimonial (1 minute max.) that will be posted on ESOT's social channels. Applicants who fail to provide the written report will not be allowed to apply for any type of ESOT grant in the future.

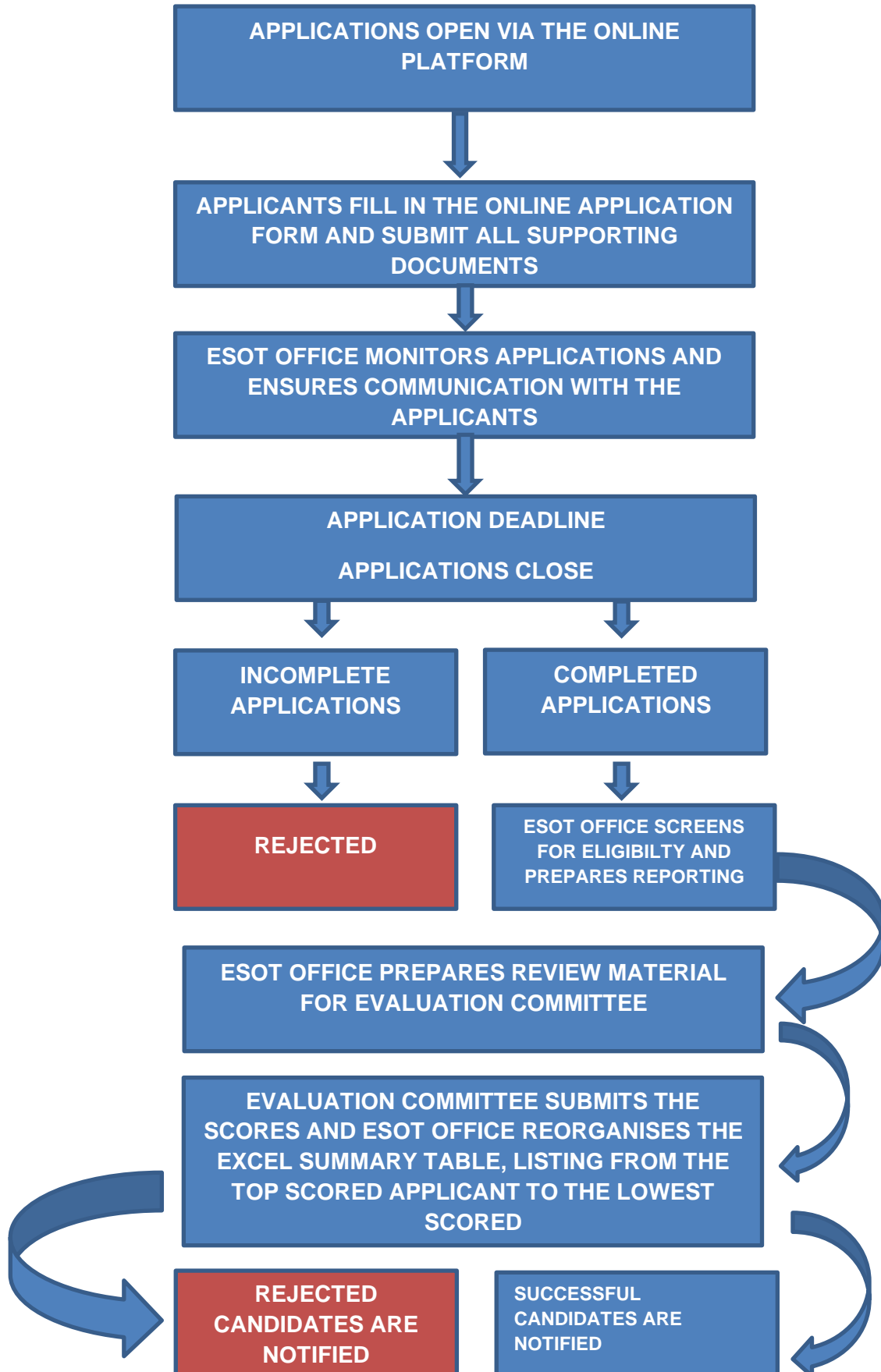
As a general rule, if one applicant applies for more ESOT grants in the same year and is successful in all applications, he/she will be awarded only one grant based on his/her preference.

See APPENDIX 2 for the application and review process.



Terms of Reference

APPENDIX 2: APPLICATION AND REVIEW PROCESS – SEVDA HASSAN STUDY SCHOLARSHIP





Terms of Reference

ESOT Transplant Fellowship

ESOT Transplant Fellowship

2 ESOT fellowships - a Basic Science/Translational Science fellowship and a Clinical fellowship - to acquire knowledge and skills by working in a European Transplant Centre for a period of one year.

Target audience

Young graduates residing and working in Europe who wish to undertake a research project in the field of basic or clinical transplantation. Projects leading to a doctoral degree or as part of a post-doctoral project will be prioritised.

Amount awarded

Total award of EUR 55.000 for one year will be paid directly to the two successful applicants.

Duration of the fellowship

1 year.

Conditions

- a. Applicants at all career stages are welcome to apply.
- b. Applicants must reside/work in Europe (Europe is defined as all countries that are members of [the Council of Europe](#)).
- c. Applicants must use the fellowship to work in a Transplant Centre located in Europe (different from the Home Institution).
- d. The time funded by the fellowship may contribute towards PhD/Post Doc research.
- e. Applicants must be ESOT members in good standing at the time of application and for the whole duration of the fellowship.
- f. Applicants cannot apply for this type of grant if they have previously made a successful application.
- g. The fellowship should begin within a calendar year of the grant being awarded.

Application materials

- a. A detailed research proposal with a clear plan detailing how the stated objectives will be achieved (max. 4 pages).
- b. In case of PhD/Post Doc research, the applicant must provide clear evidence of the PhD/Post Doc status.
- c. A complete application form, including the following information:
 1. Type of fellowship (Basic Science/Translational Science or Clinical)
 2. Description of the research project
 3. Outcomes of the research project
 4. Why the research project is important for the European Transplant Community
 5. Which parts of the research project can be delivered in 1 year
 6. Number of years to complete/deliver the project/research and planned additional funding sources
 7. What the applicant will bring back to the Home Institution
 8. Details of the Host Centre
 9. Expected months of stay at the Host Centre.
- d. A brief CV (max. 2 pages) – longer CVs will not be considered.
- e. A letter signed by the Head of the applicant's Department in the Home Institution addressing the applicant's achievements and overall professional development.



Terms of Reference

- f. A letter signed by the Department Head of the Host Centre confirming acceptance of the applicant and feasibility of the applicant's research plan at the Host Centre. The research supervisor(s) in the Host Centre must provide relevant and continued scientific guidance for the whole duration of the fellowship.
- g. A budget illustrating how the fellowship funds will be allocated.

Application and review process

Application calendar

Applications will be open for two months from the time of the advert and must be submitted online on the ESOT platform. All documents must be in English.

Review and evaluation process

First round:

Applications will be evaluated by a Selection Committee consisting of **the ESOT Secretary, 3 of the elected ESOT Councillors** (to be appointed in rotation every year by the ESOT Secretary), **the Chair of the ESOT EC, the UEMS representative in the ESOT EC and 3 Chairs of ESOT Sections/ Committees** (to be appointed in rotation every year by the ESOT Secretary, with priority given to BSC and ECTORS).

Each member of the Selection Committee will independently score every application in the following domains:

- a. PhD/Post Doc research plans (if applicable)
- b. evidence of a career committed to transplantation
- c. relevance of the research/project for the European Transplant Community
- d. length of time to deliver the project
- e. scientific excellence
- f. details of the Host Centre.

Second round:

Shortlisted applicants will be invited to an interview that will cover the following domains (listed per relevance):

- a. relevance and importance of the fellowship to the career progression of the applicant
- b. clarity regarding the aims of the fellowship and their feasibility
- c. return on investment
- d. clarity of the budget
- e. overall career progression and achievements of the applicant.

The applicants with the top scores in the basic/translational and clinical field will be awarded the fellowships.

Notification

The first stage results will be announced within 4 weeks of the applications submission deadline, and shortlisted applicants will be invited to an interview. The final results will be communicated by the end of December of the current year.

Follow up & acknowledgement

- Within 8 weeks of the completion of the fellowship, successful applicants will provide ESOT with a detailed report (ESOT will provide the template) of their experience and the relevant outcomes, which will be published in a special section on the ESOT website. Successful applicants are requested to include in the report also the scientific relationships they have built thanks to the ESOT grant and any scientific studies and publications started or produced during the study period. Successful applicants will also be requested to submit a short video testimonial (1 minute max.) that will be posted on ESOT's social channels. After the fellowship programme is completed, also research progress and financial accounting reports must be submitted for review by ESOT to justify any failure to meet the proposed goals and monitor the fellow's progress. The research supervisor(s) at the Host Centre shall sign the reports.



Terms of Reference

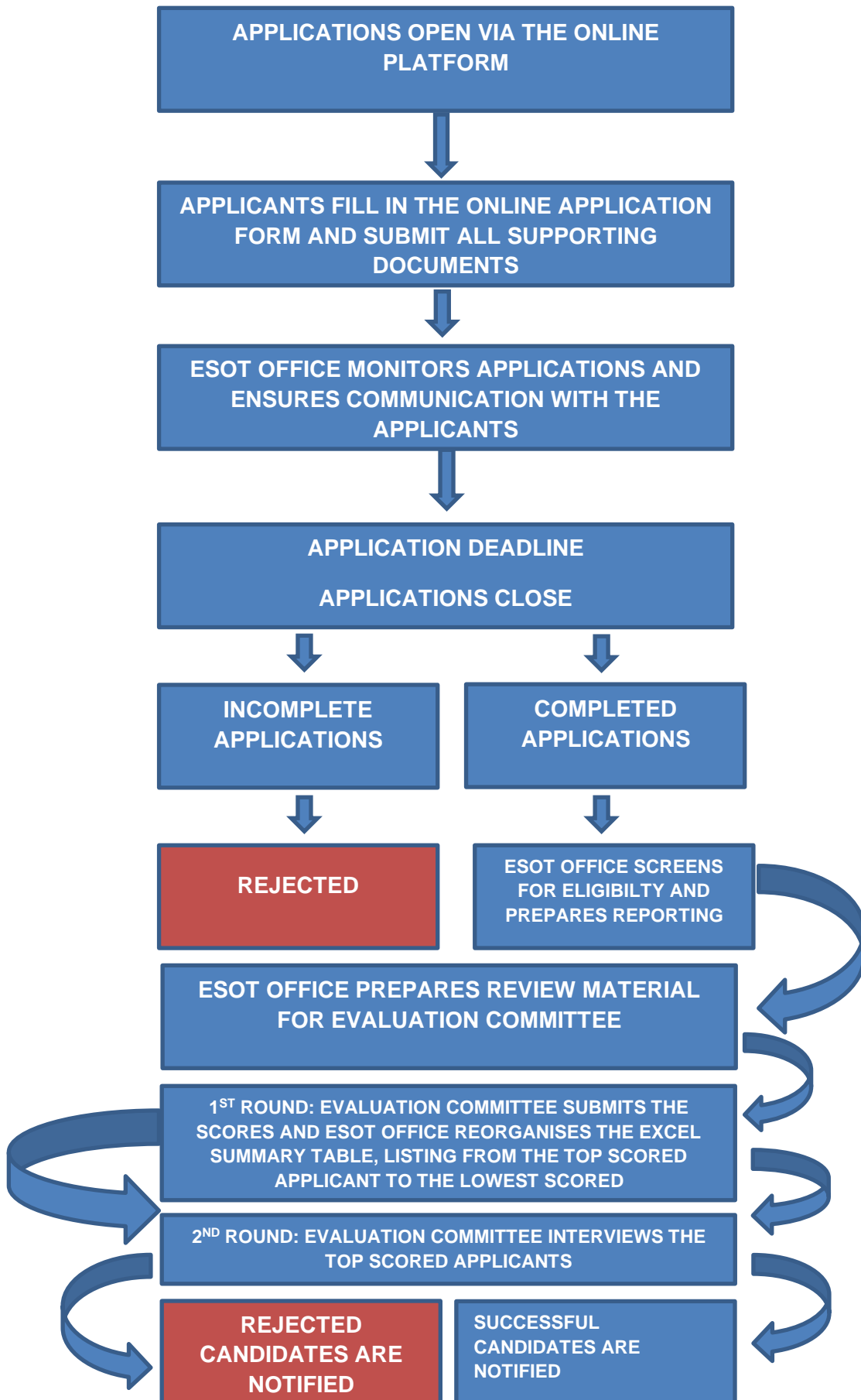
Applicants who fail to provide the written reports will not be allowed to apply for any type of ESOT grant in the future.

- Successful applicants are requested to attend the biannual ESOT Congress, where they will present their work and achievements during their fellowship in a special session at the **ESOT Congress**.
- Successful applicants will be invited to submit their research output to Transplant International journal. Their names will be featured in a “**Hall of ESOT Transplant Fellows**” on the ESOT website, along with their reports and any material related to the time of their fellowship (achievements, photos, videos, etc.).
- In the event that the fellowship recipient is unable to complete the research or wishes to discontinue the research before its completion, the fellow will be required to return all unspent funds within 90 days of notification.
- Any presentation or publication of the data should mention that the work was supported by the European Society for Organ Transplantation (ESOT).

As a general rule, if one applicant applies for more ESOT grants in the same year and is successful in all applications, he/she will be awarded only one grant based on his/her preference.

See APPENDIX 3 for the application and review process.

APPENDIX 3: APPLICATION AND REVIEW PROCESS – ESOT TRANSPLANT FELLOWSHIP





Terms of Reference

ESOT Educational Global Grant

ESOT Educational Global Grant

5 ESOT scholarships will be awarded to non-European members of ESOT wishing to attend an ESOT course/masterclass or an ESOT scientific meeting.

Target audience

Non-European transplant professionals of all disciplines will be considered.

Amount awarded

Up to EUR 2.000 will be paid directly to each successful applicant.

The registration fee for the chosen course/scientific meeting will be waived and ESOT will cover travel expenses of each successful applicant **for up to EUR 2.000**. The amount of the reimbursement will be calculated based on the receipts the successful applicants will submit as proof of their actual expenses.

Duration of the scholarship

Time of the course/scientific meeting the applicant chooses.

Conditions

- a. Applicants at all career stages are welcome to apply.
- b. Applicants must reside/work **outside** Europe (Europe is defined as all countries that are members of [the Council of Europe](#)).
- c. Applicants must be ESOT members in good standing at the time of application (with an active ESOT “International Membership”) and until the last day of the chosen course/scientific meeting.
- d. Applicants cannot apply for this type of grant within three years of a previously successful application.
- e. The course/scientific meeting should begin within a calendar year of the grant being awarded.

Application materials

- a. A complete application form, including the following information:
 1. Course/scientific meeting the applicant would like to attend
 2. Current place of work
 3. The applicant’s learning objectives in relation to the chosen course/scientific meeting.
- b. A brief CV (max. 2 pages) – longer CVs will not be considered.

Application and review process

Application calendar

Applications will be open for two months from the time of the advert and must be submitted online on the ESOT platform. All documents must be in English.

Review and evaluation process

Applications will be evaluated by a Selection Committee consisting of **the ESOT Secretary, 4 of the elected ESOT Councillors** (to be appointed in rotation every year by the ESOT Secretary) **and 4 Chairs of ESOT Sections/Committees** (to be appointed in rotation every year by the ESOT Secretary).

Each member of the Selection Committee will independently score every application in the following domains:

- a. overall career progression and achievements of the applicant
- b. evidence of a career committed to transplantation
- c. relevance and importance of the course/scientific meeting to the career progression of the applicant and the overall progress of the Home Institution.



Terms of Reference

The applicants with the 5 top scores will be awarded the scholarships.

Notification

Applicants will be notified of the outcome of their application by the end of December of the current year. 3 out of 5 ESOT Educational Global Grants will be reserved to applicants working and residing in non-European low-income and lower middle-income countries according to [the World Bank classification](#).

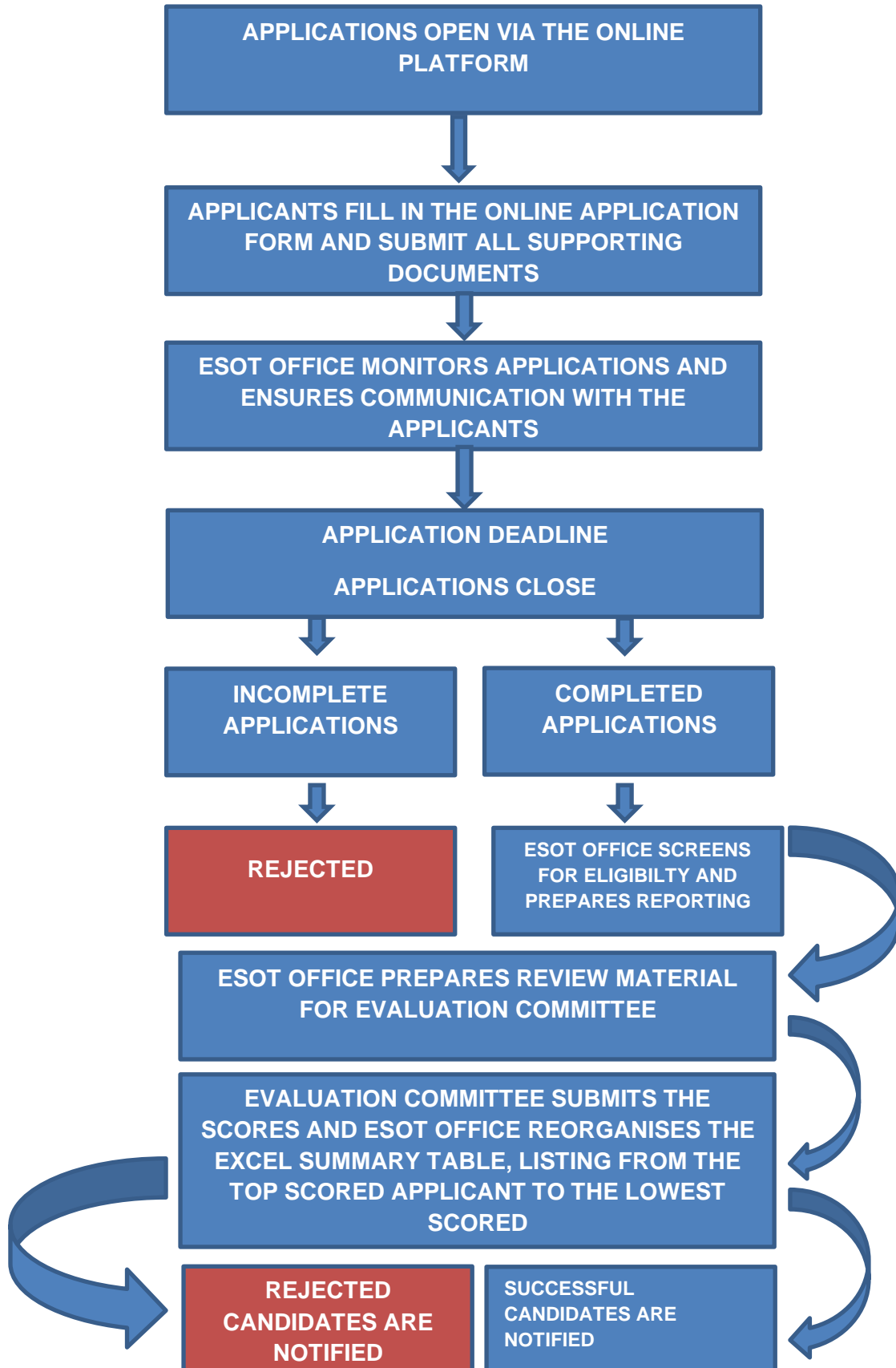
Follow up & acknowledgement

- The award is conditional on successful applicants registering for and attending the chosen course/scientific meeting.
- Reimbursement will be completed within 4 weeks of providing receipts for registration and actual travel expenses. ESOT will accept requests to advance a portion of the total grant amount if the reasons are justified. These requests will be evaluated on a case-by-case basis.
- Successful applicants will be required to complete an evaluation form and provide ESOT with a brief report (ESOT will provide the template) on their experience and how the ESOT grant contributed to their clinical practice in the original department. They will also be requested to submit a short video testimonial (1 minute max.) that will be posted on ESOT's social channels.
Applicants who fail to provide the written report will not be allowed to apply for any type of ESOT grant in the future.

As a general rule, if one applicant applies for more ESOT grants in the same year and is successful in all applications, he/she will be awarded only one grant based on his/her preference.

See APPENDIX 4 for the application and review process.

APPENDIX 4: APPLICATION AND REVIEW PROCESS – ESOT EDUCATIONAL GLOBAL GRANT





Terms of Reference

ESOT Travel Global Grant

ESOT Travel Global Grant

3 ESOT scholarships will be awarded to non-European members of ESOT wishing to visit a European Transplant Centre to gain specific knowledge and skills important for their career progression.

Target audience

Non-European transplant professionals of all disciplines will be considered.

Amount awarded

Up to EUR 6.000 will be paid directly to each successful applicant.

ESOT will cover travel expenses related to each successful applicant's stay in the identified European Transplant Centre **for up to EUR 6.000**. The amount of the reimbursement will be calculated based on the receipts the successful applicants submit as proof of their actual expenses.

Duration of the scholarship

From 2 weeks to 6 months.

Conditions

- a. Applicants at all career stages are welcome to apply.
- b. Applicants must reside/work **outside** Europe (Europe is defined as all countries that are members of [the Council of Europe](#)).
- c. Applicants must use the grant to visit a **European** Transplant Centre.
- d. Applicants must be ESOT members in good standing at the time of application (with an active ESOT "International Membership") and for the whole study period.
- e. Applicants cannot apply for this type of grant within three years of a previously successful application.
- f. The study period should begin within a calendar year of the grant being awarded.

Application materials

- a. A complete application form, including the following information:
 1. Project aims
 2. Current place of work
 3. Details of the Host Centre
 4. Applicant's learning objectives in relation to the project
 5. How the applicant is going to implement/apply the knowledge and skills gained upon return to the Home Department
 6. Length of time the applicant is planning to spend in the Host Centre.
- b. A brief CV (max. 2 pages) – longer CVs will not be considered.
- c. A letter of support signed by the Head of the applicant's Department in the Home Institution to undertake the scholarship; this letter should address the applicant's achievements and overall professional development as well as the specific educational aims of the study period and the anticipated impact on the Home Institution of the knowledge/skills gained.
- d. A letter signed by the Department Head of the Host Centre detailing how the centre can support the applicant's learning objectives and professional development.
- e. A clear and rigorous budget illustrating how the scholarship funds will be allocated.



Terms of Reference

Application and review process

Application calendar

Applications will be open for two months from the time of the advert and must be submitted online on the ESOT platform. All documents must be in English.

Review and evaluation process

Applications will be evaluated by a Selection Committee consisting of **the ESOT Secretary, 4 of the elected ESOT Councillors** (to be appointed in rotation every year by the ESOT Secretary) **and 4 Chairs of ESOT Sections/Committees** (to be appointed in rotation every year by the ESOT Secretary).

Each member of the Selection Committee will independently score every application in the following domains:

- a. overall career progression and achievements of the applicant
- b. evidence of a career committed to transplantation
- c. relevance and importance of the study period to the career progression of the applicant and the overall progress of the Home Institution
- d. feasibility of the aims listed by the applicant during the study period
- e. relevance of the possible future achievements of the applicant as consequence of the study period
- f. clarity of the budget in relation to the study period.

The applicants with the 3 top scores will be awarded the scholarships.

Notification

Applicants will be notified of the outcome of their application by the end of December of the current year.

1 out of 3 ESOT Travel Global Grants will be reserved to applicants working and residing in non-European low-income and lower middle-income countries according to [the World Bank classification](#).

Follow up & acknowledgement

- Reimbursement will be completed within 4 weeks of providing receipts for actual travel expenses. ESOT will accept requests to advance a portion of the total grant amount if the reasons are justified. These requests will be evaluated on a case-by-case basis.
- Within 8 weeks from the completion of the study period, successful applicants will be required to provide ESOT with a short report of their study period (ESOT will provide the template), highlighting the relevant outcomes and how the ESOT scholarship impacted their clinical practice in the original department. Successful applicants are requested to include in the report also the scientific relationships they have built thanks to the ESOT grant and any scientific studies and publications started or produced during the study period. Successful applicants will also be requested to submit a short video testimonial (1 minute max.) that will be posted on ESOT's social channels. Applicants who fail to provide the written report will not be allowed to apply for any type of ESOT grant in the future.

As a general rule, if one applicant applies for more ESOT grants in the same year and is successful in all applications, he/she will be awarded only one grant based on his/her preference.

See APPENDIX 5 for the application and review process.

APPENDIX 5: APPLICATION AND REVIEW PROCESS – ESOT TRAVEL GLOBAL GRANT

