

## Rank Fund travel bursary

### Terms and conditions:

- The applicant must have a poster or video accepted for Anaesthesia 2026 and there will only be one bursary available per poster/video.
- The bursary must be spent in line with [RCOA expenses policy](#), providing evidence of travel, registered delegate attendance at the event, and prioritising sustainable and cost-effective travel.
- The claim will only cover the cost of receipts for travel, up to the value of £100. If reimbursable costs do not exceed £100, any unspent balance cannot be held or later used by the delegate.
- Recipient may be asked to provide a testimonial or feedback on the fund as a condition of support.
- Travel expense claims must be submitted up to a month after the conference. A delegate who had already booked travel to attend and later has a poster accepted can still claim the reimbursement in line with standard expense conditions and the above deadline.

### Process:

- If your poster or video is accepted for display at the conference, a member of staff will contact you to confirm whether you plan to purchase an in-person conference ticket.
- If in person attendance is confirmed you will be provided with an expense claim form and the College's travel policy, which you can use to submit to the College immediately post event.
- You will then need to book to attend the conference for 1, 2 or 3 days.
- Once you have attended the conference you can submit your travel expense form along with the receipts to [events@rcoa.ac.uk](mailto:events@rcoa.ac.uk)
- The claim must be submitted within 30 days of the end of the conference.
- The Finance team will then confirm the expenses meet our standard conditions, and reimburses the member up to £100 of their costs within 10 working days.
- The RCoA may follow up with you post event to ask for reflections or testimony about the support and its benefit.