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## N-ECCO Travel Award Fact Sheet

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The European Crohn's and Colitis Organisation (ECCO) offers the Travel Award as an opportunity for IBD Nurses to visit a different Inflammatory Bowel Disease (IBD) Centre in Europe and to observe and learn from IBD nursing services of another centre. IBD Nurses have the possibility

- to visit a centre in another country OR
- to visit a different centre located in their own country.

In order to be eligible:

- N-ECCO Travel Award applicants and their host supervisors need to be ECCO Members (at the time of application).
- N-ECCO Travel Award applicants are not limited to the ECCO Member Countries and can apply from non-European countries.
- The candidate and hosting nurse should have a reasonable command of the English language (written and oral).
- N-ECCO Travel Awards aim to enhance the opportunity for IBD Nurses to visit European centres. They are not designed to support travel to congresses or meetings.
- The principal purpose of the Travel Awards is to enhance the fabric of ECCO. Exceptional circumstances such as an applicant from an ECCO Member Country travelling to a non-member country will be considered, but such an application is likely to receive a lower priority than an applicant from a non-member country visiting an ECCO Member Country.
- Members of ECCO Committees are excluded from applying.

Terms of submission

1. A total amount of EUR 1.500 will be awarded per N-ECCO Travel Award.
2. The duration of the award is short term, minimum 3 to 5 working days. N-ECCO needs to be informed about the duration of the stay.
3. Send an application to N-ECCO **by June 3**
  - CV of the Travel Award candidate (incl. name, full contact details, ECCO Membership ID number)
  - Provide a letter of permission from the Head of Department of the hosting centre.
  - Provide a letter of confirmation from the Head of Department of the current employer/institute.
  - The purpose of the visit needs to be stated in detail (incl. time/dates, place and duration of the visit) and clear learning objectives are to be provided (short personal introduction, aim of the visit and expectations in relation to the enhancement of patient care).
4. One N-ECCO Travel Award per year will be appointed to an IBD Nurse after evaluation. Applicants will be notified of the outcome in **October**.
5. Only one proposal may be submitted per applicant by the submission date.



6. Payment will be made after acceptance of the Award and signing of the ECCO Travel Award form prior to **December 31**.
7. On completion and no later than 12 months after granting the award, the applicant will submit a short report (150 words) to the ECCO Office for potential publication in ECCO News. The report should consist of short summary of the visited centre, the goals achieved and the impact of the visit (gained knowledge and enhanced skills). Further, a short presentation at the annual N-ECCO Network Meeting taking place at the ECCO Congress about the Travel Award experience and outcome may be requested from the candidate.

Applications should be sent to the head of the N-ECCO Committee at the following address:\*

**ELECTRONIC SUBMISSION ONLY**

ECCO Office  
Att. Chair of N-ECCO  
Ungargasse 6/13  
1030 Vienna, Austria  
Austria  
[ecco@ecco-ibd.eu](mailto:ecco@ecco-ibd.eu)

**\*Data processing consent and retention:**

By sending an application by email to [ecco@ecco-ibd.eu](mailto:ecco@ecco-ibd.eu) in reply to this open call, you agree to the data processing for the above described project:

ECCO Office stores applicants' personal data of this application for the project timeframe.

ECCO Office will delete data securely after the end of this project.

In addition, the scientific review process generates a review result for the applicants which will be stored with your data in line with the requirements of scientific review archiving.

You have the right to object at any time at [ecco@ecco-ibd.eu](mailto:ecco@ecco-ibd.eu).

## **Review Process**

1. All projects will be reviewed and scored by two members of the N-ECCO Committee and confirmed by two members of the ECCO Scientific Committee based on the following criteria:
  - Relevance of topic
  - Personal development opportunity
  - Impact for ECCO
2. Available expertise of the applicant and host site
3. The ECCO Scientific Committee and N-ECCO Committee will make recommendations to the ECCO Governing Board.
4. The final decision will be made by the ECCO Governing Board.

## **Scoring System**

The following procedure for the scoring system for N-ECCO Travel Awards has been agreed on:

1. *Review by N-ECCO:* Each Travel Award application from IBD Nurses will be reviewed by 2 members of N-ECCO and confirmed by 2 members of SciCom. They will score their assigned applications according to the 3 evaluation criteria and comment on each application.



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2. *Ranking:* Applications are ranked according to their overall average scores.
3. *Final approval by Governing Board.*
4. *Acceptance/rejection:* Candidates will be informed of their application outcome by ECCO.