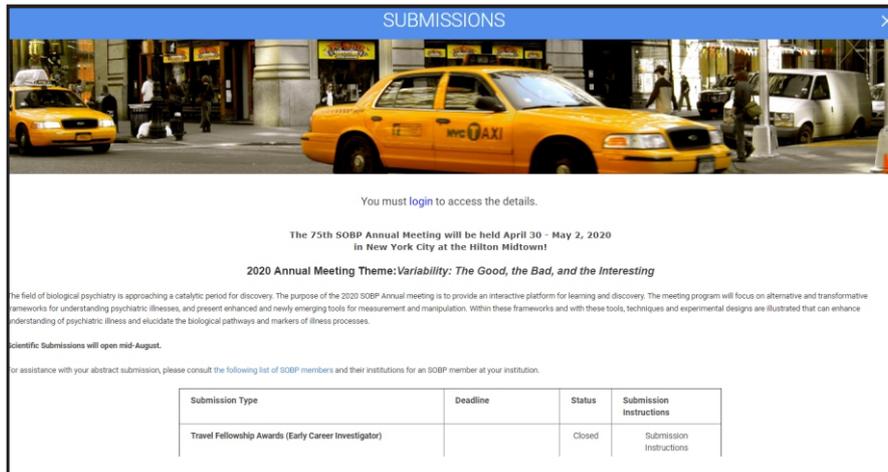


SOBP Annual Meeting Travel Fellowship Awards Submission Site User Guide

Visit <http://sobp.societyconference.com> and click Submissions



SUBMISSIONS

You must [login](#) to access the details.

The 75th SOBP Annual Meeting will be held April 30 - May 2, 2020
in New York City at the Hilton Midtown

2020 Annual Meeting Theme: *Variability: The Good, the Bad, and the Interesting*

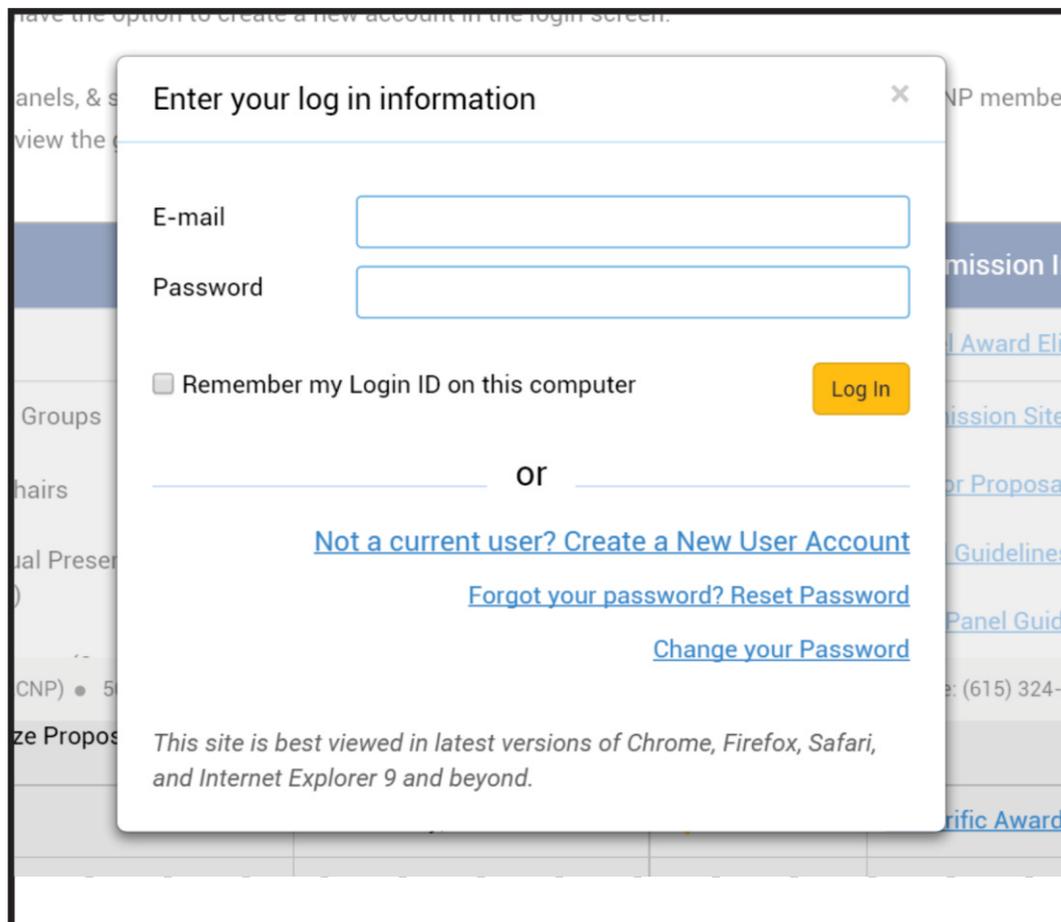
The field of biological psychiatry is approaching a catalytic period for discovery. The purpose of the 2020 SOBP Annual meeting is to provide an interactive platform for learning and discovery. The meeting program will focus on alternative and transformative frameworks for understanding psychiatric illnesses, and present enhanced and newly emerging tools for measurement and manipulation. Within these frameworks and with these tools, techniques and experimental designs are illustrated that can enhance understanding of psychiatric illness and elucidate the biological pathways and markers of illness processes.

Scientific Submissions will open mid-August.

For assistance with your abstract submission, please consult the following list of SOBP members and their institutions for an SOBP member at your institution.

Submission Type	Deadline	Status	Submission Instructions
Travel Fellowship Awards (Early Career Investigator)		Closed	Submission Instructions

Clicking Log In will open the below pop-up window.



Enter your log in information

E-mail

Password

Remember my Login ID on this computer

or

[Not a current user? Create a New User Account](#)

[Forgot your password? Reset Password](#)

[Change your Password](#)

This site is best viewed in latest versions of Chrome, Firefox, Safari, and Internet Explorer 9 and beyond.

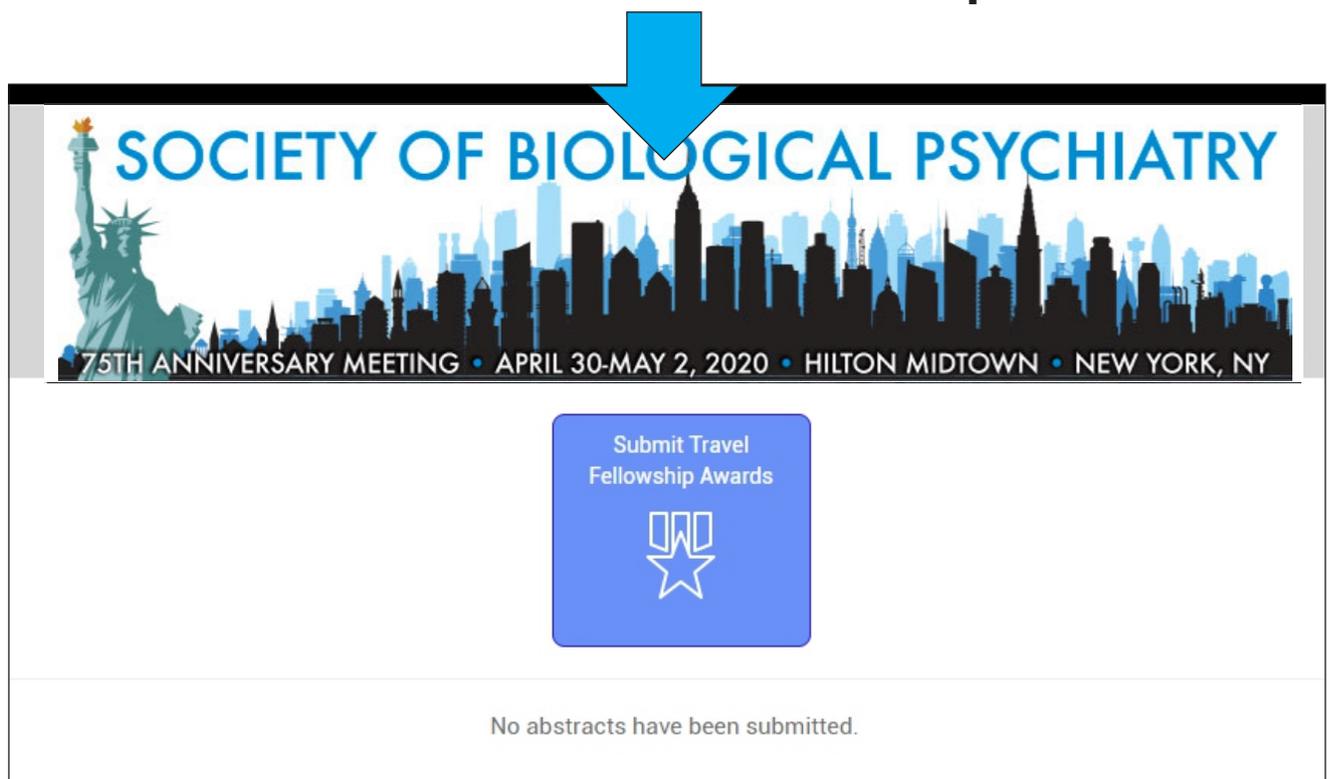
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Click the Submissions tab.



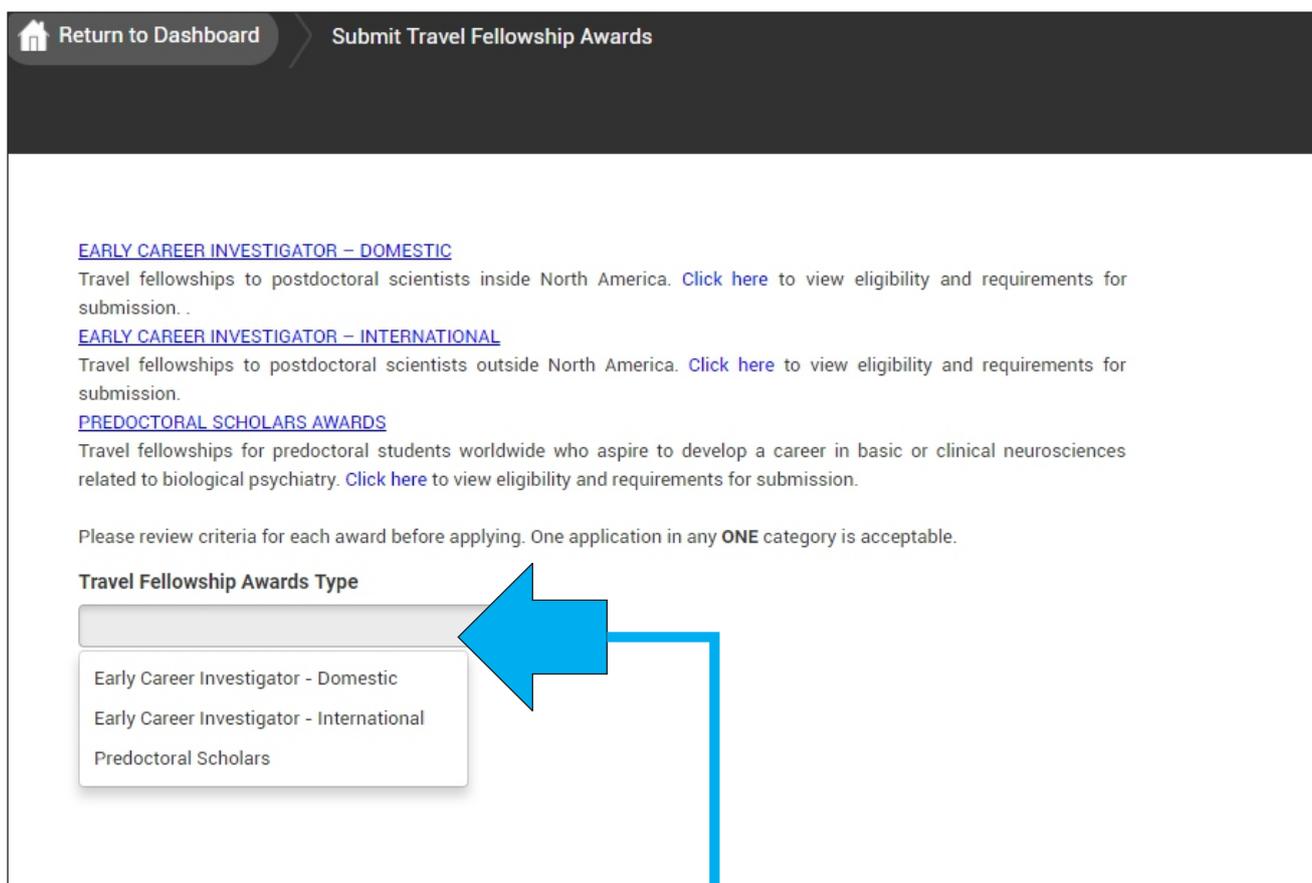
Select Submit Travel Fellowship Awards



SOBP Annual Meeting Travel Fellowship Awards Submission Site User Guide

Visit <http://sobp.societyconference.com>

Select the award type.



The screenshot shows a web interface for submitting travel fellowship awards. At the top, there is a navigation bar with a home icon and the text "Return to Dashboard" and "Submit Travel Fellowship Awards". Below this, there are three award categories, each with a link to view eligibility and requirements:

- EARLY CAREER INVESTIGATOR – DOMESTIC**: Travel fellowships to postdoctoral scientists inside North America. [Click here](#) to view eligibility and requirements for submission.
- EARLY CAREER INVESTIGATOR – INTERNATIONAL**: Travel fellowships to postdoctoral scientists outside North America. [Click here](#) to view eligibility and requirements for submission.
- PREDOCTORAL SCHOLARS AWARDS**: Travel fellowships for predoctoral students worldwide who aspire to develop a career in basic or clinical neurosciences related to biological psychiatry. [Click here](#) to view eligibility and requirements for submission.

Please review criteria for each award before applying. One application in any **ONE** category is acceptable.

Travel Fellowship Awards Type

A dropdown menu is shown with the following options:

- Early Career Investigator - Domestic
- Early Career Investigator - International
- Predocortical Scholars

A large blue arrow points from the text below to the "Early Career Investigator - Domestic" option in the dropdown menu.

For the Domestic Award Guidelines click [here](#).
[To view the entire application, click here.](#)

For International Award Guidelines click [here](#).
[To view the entire application, click here.](#)

For Predocortical Scholar Guidelines click [here](#).
[To view the entire application, click here.](#)

SOBP Annual Meeting Travel Fellowship Awards Submission Site User Guide

Visit <http://sobp.societyconference.com>

Complete the Domestic Award Application.

 Save Submission

 Submit Early Career Investigator - Domestic

Early Career Investigator - Domestic Questions

1

Attestation *

Please read the [eligibility requirements](#) and attest you qualify for the Early Career Investigator Domestic award.

- I attest that I have read the eligibility requirements and qualify to receive a fellowship.

2

Scientific Interest *

Select the most appropriate area of scientific interest.

- Basic Research
 Clinical Research
 Translational Research

3

Last Degree Awarded *

Enter the last degree you have been awarded.

4

Year Degree Awarded *

Enter the year your last degree was awarded.

5

Awarding Institution Name *

Enter the awarding institution below.

6

Year Residency or Fellowship Completed *

Enter the year of residency or fellowship completed.

7

Career Timeline *

Choose the timeline which describes where you currently are in your career.

- Early (1-5 years post terminal research degree or medical residency)
 Advanced (6-10 years post terminal research degree or medical residency)

8

Current Position *

Choose the position which describes where you currently are in your career.

- Postdoctoral Fellow
 Resident PGY1
 Resident PGY2
 Resident PGY3
 Resident PGY4
 Instructor
 Assistant Professor
 Other
 N/A

9

Grants *

Do you have other grants or funding available to support your travel to the SOBP meeting?

- Yes
 No

From the information listed on your CV/Biosketch

10

Grants *

How many research grants have you secured?

11

Publications *

How many publications are you listed as the first author in peer-reviewed journals?

12

Honors and Awards *

How many honors and awards have you received?

Sponsor Information

13

Sponsor *

Please search for your sponsor by typing their name or email in the below box.

Search for person

Cannot find the person? [Add a new record.](#)

14

Sponsor Phone *

Enter your sponsor's phone number in the box below.

Uploads:

15

Personal Career Statement (PDF) *

Please upload your personal career statement with your name in the top-right corner

max file size: 8 MB

16

Nomination Letter (PDF) *

Please upload a letter of nomination by your Department or Program Chair or faculty mentor

max file size: 8 MB

17

Biosketch or CV (PDF) *

Please upload a 5-page NIH biosketch or short CV not to exceed 6 pages

max file size: 8 MB

18

Waiver Request for more than 10 years past Completing Terminal Research Degree (PDF)

Applicants should be within ten (10) years of completing their terminal research degree or within ten years of completing their medical residency at the time of application. Exceptions will be considered on a case-by-case basis when the applicant provides a compelling reason for prolonged trajectory toward start of scientific career. Please upload a single PDF file explaining why you are requesting a waiver to the 10 year rule.

max file size: 8 MB

SOBP Annual Meeting Travel Fellowship Awards Submission Site User Guide

Visit <http://sobp.societyconference.com>

Complete the International Award application.

 Save Submission  Submit Early Career Investigator - Domestic

Early Career Investigator - International Questions

- 1 Attestation ***

Please read the [eligibility requirements](#) and attest you qualify for the Early Career Investigator Domestic award.

I attest that I have read the eligibility requirements and qualify to receive a fellowship.
- 2 Scientific Interest ***

Select the most appropriate area of scientific interest.

Basic Research
 Clinical Research
 Translational Research
- 3 Last Degree Awarded ***

Enter the last degree you have been awarded.
- 4 Year Degree Awarded ***

Enter the year your last degree was awarded.
- 5 Awarding Institution Name ***

Enter the awarding institution below.
- 6 Year Residency or Fellowship Completed ***

Enter the year of residency or fellowship completed.
- 7 Career Timeline ***

Choose the timeline which describes where you currently are in your career.

Early (1-5 years post terminal research degree or medical residency)
 Advanced (6-10 years post terminal research degree or medical residency)
- 8 Current Position ***

Choose the position which describes where you currently are in your career.

Postdoctoral Fellow
 Resident PGY1
 Resident PGY2
 Resident PGY3
 Resident PGY4
 Instructor
 Assistant Professor
 Other
 N/A
- 9 Grants ***

Do you have other grants or funding available to support your travel to the SOBP meeting?

Yes
 No

From the information listed on your CV/Biosketch
- 10 Grants ***

How many research grants have you secured?
- 11 Publications ***

How many publications are you listed as the first author in peer-reviewed journals?
- 12 Honors and Awards ***

How many honors and awards have you received?
- Sponsor Information**
- 13 Sponsor ***

Please search for your sponsor by typing their name or email in the below box.

Search for person
Cannot find the person? Add a new record.
- 14 Sponsor Phone ***

Enter your sponsor's phone number in the box below.
- Uploads:**
- 15 Personal Career Statement (PDF) ***

Please upload your personal career statement with your name in the top-right corner

ⓘ
max file size: 8 MB
- 16 Nomination Letter (PDF) ***

Please upload a letter of nomination by your Department or Program Chair or faculty mentor

ⓘ
max file size: 8 MB
- 17 Biosketch or CV (PDF) ***

Please upload a 5-page NIH biosketch or short CV not to exceed 6 pages

ⓘ
max file size: 8 MB
- 18 Waiver Request for more than 10 years past Completing Terminal Research Degree (PDF)**

Applicants should be within ten (10) years of completing their terminal research degree or within ten years of completing their medical residency at the time of application. Exceptions will be considered on a case-by-case basis when the applicant provides a compelling reason for prolonged trajectory toward start of scientific career. Please upload a single PDF file explaining why you are requesting a waiver to the 10 year rule.

ⓘ
max file size: 8 MB

SOBP Annual Meeting Travel Fellowship Awards Submission Site User Guide

Visit <http://sobp.societyconference.com>

Complete the Predoctoral Scholar Award Application.

Predoctoral Scholars Questions

1

Attestation *

Please read the [eligibility requirements](#) and attest you qualify for the Early Career Investigator Predoctoral Scholar award.

I attest that I have read the eligibility requirements and qualify to receive a fellowship.

2

Scientific Interest *

Select the most appropriate area of scientific interest

- Basic Research
- Clinical Research
- Translational Research

3

Last Degree Awarded *

Enter the last degree you have been awarded

4

Year Degree Awarded *

Enter the year your last degree was awarded

5

Awarding Institution *

Enter the awarding institution below.

6

Awarding Institution Address *

Please enter the address of your awarding institution.

7

Program *

Current program in which you are enrolled.

- MD
- MD PhD
- PsyD, PharmD
- Other

8

Grants *

Do you have other grants or funding available to support your travel to the SOBP meeting?

- Yes
- No

From the information listed on your CV/Biosketch

9

Grants *

How many research grants have you secured?

10

Publications *

How many publications are you listed as the first author in peer-reviewed journals?

11

Honors and Awards *

How many honors and awards have you received?

Sponsor Information

12

Sponsor *

Please search for your sponsor by typing their name or email in the below box.

Search for person

Cannot find the person? [Add a new record.](#)

13

Sponsor Phone *

Enter your sponsor's phone number in the box below.

Uploads

14

Career Statement (PDF) *

Please upload your personal career statement with your name in the top-right corner

ⓘ

max file size: 8 MB

15

Letter of support (PDF) *

Please upload a letter of support from a faculty member

ⓘ

max file size: 8 MB

16

Academic Standing (PDF) *

Please upload a letter confirming good academic standing

ⓘ

max file size: 8 MB

17

Biosketch or CV (PDF) *

Please upload a 5-page NIH biosketch or short CV not to exceed 6 pages

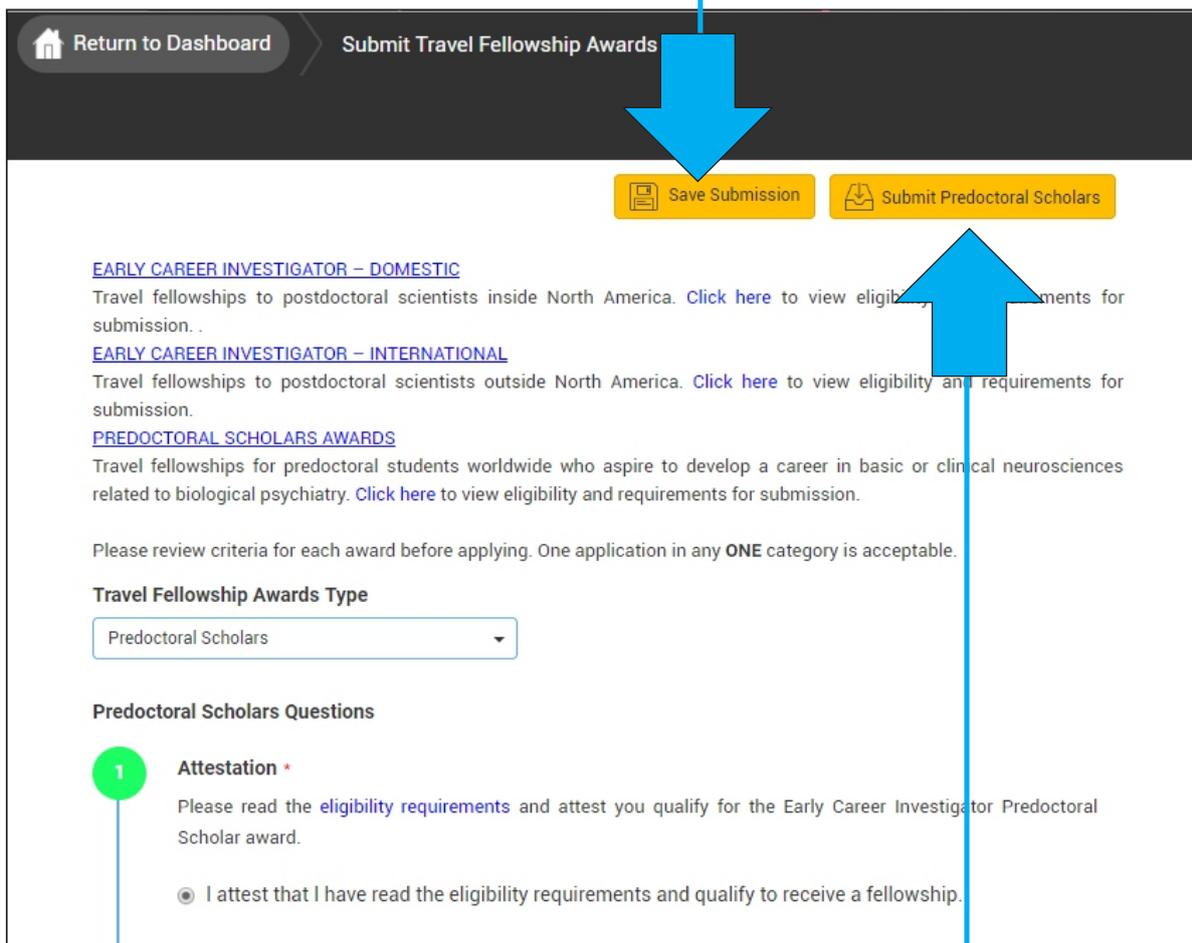
ⓘ

max file size: 8 MB

SOBP Annual Meeting Travel Fellowship Awards Submission Site User Guide

Visit <http://sobp.societyconference.com>

If you would like to save your application and continue at a later date click the, “Save Submission” button.



The screenshot shows the submission interface for the SOBP Annual Meeting Travel Fellowship Awards. At the top, there is a dark navigation bar with a home icon and the text "Return to Dashboard" on the left, and "Submit Travel Fellowship Awards" in the center. Below this bar, two yellow buttons are visible: "Save Submission" on the left and "Submit Predoctoral Scholars" on the right. A large blue arrow points from the text above down to the "Save Submission" button. Another large blue arrow points from the text below up to the "Submit Predoctoral Scholars" button. The main content area contains three award categories with links to view eligibility requirements: "EARLY CAREER INVESTIGATOR – DOMESTIC", "EARLY CAREER INVESTIGATOR – INTERNATIONAL", and "PREDOCTORAL SCHOLARS AWARDS". Below these is a section for "Travel Fellowship Awards Type" with a dropdown menu currently set to "Predoctoral Scholars". Underneath is a "Predoctoral Scholars Questions" section with a numbered list starting with "1 Attestation *". The first question asks the user to read the eligibility requirements and attest to their qualification for the award. A radio button is selected for the statement: "I attest that I have read the eligibility requirements and qualify to receive a fellowship."

If you would like to submit your application for review click the, “Submit (Award Type)” button.