

# IWBDA Scholarships

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## Introduction

IWBDA Scholarships are administered by the Bio-Design Automation Consortium, Inc. (BDAC), the 501(c)3 non-profit that organizes IWBDA. This document describes the eligibility, rules, and application process for the scholarships.

## Eligibility

Candidates are students who are enrolled in an undergraduate, graduate or post-graduate program at an academic institution, and whose academic courses includes bio-design automation, synthetic biology or a related field, or who can demonstrate work or study in those fields. Scholarship recipients will not be limited to any particular school or institution, or to any particular geographic area. In determining eligibility, BDAC will not discriminate on the basis of race, color, nationality, religion, ethnicity, age or gender.

Members of the BDAC board of directors and their immediate families, and other members of the Selection Committee and their immediate families, are not eligible for the scholarships. The Selection Committee will adhere to the conflict of interest policy as set forth in the bylaws of the BDAC, in the scholarship award process.

## Selection Criteria

The recipients will be selected each year will by the Selection Committee based on the following criteria:

- the quality of the candidate's qualifications, for example grades and/or other prior academic performance, standardized test results, awards and honors, teacher evaluations, scientific research and work experience;
- potential for scholarly contribution to the Conference;
- financial need/ability to pay (year in school, expected travel expenses factor into this);
- a statement written by the candidate detailing why he or she is applying for the scholarship and what contribution he or she will make to the Conference proceedings.

In determining criteria for selection of recipients and in selecting recipients of its scholarships, BDAC will not discriminate on the basis of race, color, nationality, religion, ethnicity, age or gender. Recipients of the scholarships will be selected on an objective and nondiscriminatory basis. BDAC will reserve the right to impose additional, reasonable restrictions and/or requirements upon the selection of recipients and/or the administration of the scholarship.

## Scholarship Details

The number of scholarships will be dependent upon the number of qualified applicants and available resources. BDAC anticipates making 15-20 awards ranging from \$500-\$1500 annually.

## Restrictions

Each scholarship recipient must agree in writing to use the scholarship funds as specified in the specific award, and to return all or any of the funds if not used for those specific purposes. BDAC anticipates that it will pay the scholarship funds in a one-time payment directly to the recipient, so that the funds are available to be used for the recipient's Conference expenses including travel costs.

If BDAC learns that all or any part of a scholarship is not being used in furtherance of the purposes of the scholarship, BDAC shall take all reasonable and appropriate steps to recover the scholarship funds and/or ensure restoration of the diverted funds to the purposes of the scholarship.

The phrase "all reasonable and appropriate steps," as used above, shall include legal action where appropriate, but need not include legal action if such action would in all probability not result in the satisfaction of execution on a judgment.

## Record Keeping

BDAC will retain complete records in connection with all scholarships. These records include all information obtained by BDAC to evaluate the qualifications of potential recipients, the identification of recipients (including any relationship of the recipient to BDAC sufficient to make the recipient a disqualified person), the purpose and amount of each scholarship, the terms of payment of each scholarship, and any additional and follow-up information BDAC secured as part of the scholarship administration process, and to establish that it undertook the supervision and investigation of the scholarships described above. The records described above will be maintained by BDAC for a period of seven years after the payment of the scholarship or grant has been completed.

## Application

To apply for a scholarship, please go to <https://www.easychair.org/conferences/?conf=iwbda2014>, click on "New Submission" and then select "IWBD 2014 Scholarship Track" and submit your application with the following information (just in the abstract field or as an attached document):

- 1) Your name and email address
- 2) Your school and year of study (e.g., junior, 2<sup>nd</sup> year graduate student)
- 3) A brief summary of your scientific research and work experience
- 4) Your expected travel expenses
- 5) A short statement (about 100 words) detailing why you seek support and how you plan to participate in the workshop (oral presentation, poster, etc.)