

Grant overview

Total Time: Two year pilot proposal

Total amount: \$100,000 per year

Amount per grant: \$2500 – total of 40 given per year (20 every 6 months)

Eligibility criteria:

1. All University of Calgary Medical Group (UCMG) faculty (preference given to major clinical faculty)
2. Faculty must be first author or senior author on research presentation at a recognized national or international scientific meeting
3. Oral or poster presentations are eligible
4. Faculty may receive up to one grant every two years
5. Conferences attended within 12 months before or after the grant intake date (July 1 or Dec 1) will be eligible for reimbursement
6. No other funding (partial or full) for the meeting being provided to the applicant from other sources

Application process:

Applicants must submit the following documents.

1. Completed application form signed by section or department head
2. Proof of research presentation (acceptance letter or copy of meeting program listing presentation and applicant as first or senior author)
3. Proof of attendance (meeting registration receipt or attendance certificate)

Application deadlines are June 15 for July intake and November 15 for December intake.

Application review process:

Applications will be reviewed and prioritized bi-annually (July and December) by a subcommittee of the UCMG Executive Council.

If funds remain at the end of the year, the residual funds will remain in the CFRF main account. The total amount available for the travel grant program for each year will remain at \$100,000.

If more than 20 eligible applications are received during a given intake period, priority will be given to the following UCMG members:

1. UCMG major clinical faculty
2. Longest serving UCMG members. However, 25 per cent of awards will be given to major clinical faculty with seven or less years of service in UCMG.
3. Attendance at the UCMG annual general meeting (AGM), or submission of AGM proxy vote

Review process for pilot:

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Annual review at UCMG Executive Council meeting of the grant recipients. Decision after two year cycle whether to extend funding until funds in CFRF are depleted.