



Lung Foundation Australia/ A Menarini Australia Pty Ltd - Travel Grant Applications

(Value: 6 Travel Grants up to \$3,000 + GST)

Lung Foundation Australia and A Menarini Australia Pty Ltd are excited to announce that there will be six (6) Travel Grants of **up to \$3,000** on offer to key health professionals in Australia who work with COPD Patients. The Travel Grants will be allocated across the following conferences with two (2) Travel Grants being allocated per conference:

- ♥ ATS 2016 – American Thoracic Society Conference 2016, 13-18 May 2016, San Francisco, California, USA
- ♥ ERS 2016 – European Respiratory Society International Congress 2016, 3-7 September 2016, London, United Kingdom
- ♥ APSR 2016 – 21st Congress of the Asian Pacific Society of Respiriology, 12-15 November 2016, Bangkok, Thailand

Purpose of Travel Grant

This travel grant, funded by A Menarini Australia Pty Ltd, aims to provide key health professionals in Australia who work with COPD patients, the opportunity to attend an international conference. This travel grant may be used to cover any or all of the following participant costs to attend the international conference for which the Travel Grant has been awarded including –

- ♥ Return airfares
- ♥ Accommodation for the duration of the conference
- ♥ Travel costs (e.g. taxis, parking)
- ♥ Daily incidentals and meals allowances not to exceed ATO allowances
- ♥ Full Registration

Number of Grants available: 6

Eligibility

Two Travel Grants will be allocated per conference:

- ♥ ATS 2016
- ♥ ERS 2016
- ♥ APSR 2016

All applicants must be members of Lung Foundation Australia. Applicants can apply to more than one conference, but will only be eligible to be awarded one of the six Travel Grants (ie: if an applicant is successful with their application for a Travel Grant to ATS 2016, they are automatically excluded from being awarded a Travel Grant for either of the two other conferences).

The applicant must be able to provide a signed letter of support from their employer or supervisor permitting attendance at the particular conference of their choice.

Selection Criteria and Conditions of Application

The selection criteria for these travel grants are based upon merit, the value of the attendance by the applicant as an individual and to their organization, the demonstrated need for this funding and the demonstrated assistance to COPD patients by their attendance at the conference. Extra weighting will apply to those who have submitted an Abstract (Oral or Poster) for the particular conference being applied for.

Applicants will be assessed by an Independent Selection Committee and successful applicants will be notified as per the timelines below.



A recipient of a travel grant is required to travel directly to and from the conference.

Applicants must outline the reasons for attendance and the need for this grant (0.5 page maximum). The employer/supervisor must also provide reasons from an organization perspective about the applicant needing the grant (0.5 page maximum).

Applicants must choose at least 50% COPD related topics at the respective conference that they will be attending.

Upon return from the conference, the applicant must provide a half page summary of the benefits to attending the conference and a registration badge as proof of attendance.

Weighting

Weighting will be given as follows:

Criterion	Weight
Applicant has submitted an abstract to the particular conference that they are applying for (evidence to be provided)	15%
Presenting at the Conference	15%
Chairing a session at conference	15%
Convening a meeting at conference	15%
Demonstrated financial need	5%
Verification of Thoracic Society of Australia and New Zealand membership	5%
Verification of Lung Foundation Australia membership	5%
Demonstrates how attendance will help COPD patients	25%
Total	100%

Benefits

Each of these conferences are excellent opportunities for health professionals to learn about the latest research, medicines, products and services and provides important networking opportunities.



Timelines for ATS 2016 Travel Grant

2016	
29 th February	Applications open
24 th March Thursday 5.00pm (AEST)	Applications Close: email applications to be received by Lung Foundation Australia by 5.00pm (AEST)
2016	
31 st March	Successful applicants advised, confirmation letter sent. Unsuccessful applicants advised
4 th April	Announced at TSANZ 2016 – Perth
Upon Return from conference	Finalisation of any outstanding Travel Grant claim. Half page written summary of the benefit of attending the conference to be supplied to Lung Foundation Australia.

Timelines for ERS 2016 Travel Grant

2016	
29 th February	Applications open
18 th April Monday 5.00pm (AEST)	Applications Close: email applications to be received by Lung Foundation Australia by 5.00pm (AEST)
Monday 30 th May	Successful applicants sent Confirmation letter with travel/accommodation details Unsuccessful applicants advised
Upon Return from conference	Finalisation of any outstanding Travel Grant claim. Half page written summary of the benefit of attending the conference to be supplied to Lung Foundation Australia.
2017	
Date to be advised	Announced at TSANZ 2017 – Venue to be advised



MENARINI



Timelines for APSR 2016 Travel Grant

2016	
29 th February	Applications open
20 th June Monday 5.00pm (AEST)	Applications Close: email applications to be received by Lung Foundation Australia by 5.00pm (AEST)
Monday 18 th July	Successful applicants sent Confirmation letter with travel/accommodation details Unsuccessful applicants advised
Upon Return from conference	Finalisation of any outstanding Travel Grant claim. Half page written summary of the benefit of attending the conference to be supplied to Lung Foundation Australia.
2017	
Date to be advised	Announced at TSANZ 2017 – Venue to be advised

Contact details

Kirsten Phillips
Phone 07 3251 3600 | Fax 07 3368 3564
Email: kirstenp@lungfoundation.com.au

Lung Foundation Australia/ A Menarini Australia Pty Ltd – Travel Grants

TRAVEL GRANT APPLICATION FORM

- i) Please complete all sections of this form.

- ii) Send your completed application to:
 Kirsten Phillips
 Director – COPD National Program
 Lung Foundation Australia

 Email: kirstenp@lungfoundation.com.au

- iii) Ensure the Subject Line of your email begins with "Travel Grant Application <conference name>"

DEADLINE

An electronic submission no later than 5pm (AEST) of the closing date specified for each of the respective conferences.

APPLICANT'S DETAILS

Title	Mr	Mrs	Ms	Miss	Other:
Conference being applied for	ATS 2016		ERS 2016		APSR 2016
First Name					
Last Name					
Institution					
Job Title					
Work Address					
	Suburb		State		Postcode
Contact	T:		M:		F:
	Email:				
Signature					Date:



YOUR SUPERVISORS' DETAILS:

Your Principal Supervisor (if applicable)			
<i>Title</i>	Dr	Mr	Mrs Ms Miss Other:
<i>First Name</i>			
<i>Last Name</i>			
<i>Institution</i>			
<i>Postal Address</i>			
	Suburb	State	Postcode
<i>Contact</i>	T:	M:	F:
	Email:		

Note: a letter on your institute's letterhead is required to accompany this application, from your supervisor/manager, that must state that you have permission to attend this conference and that it is understood that Lung Foundation Australia will administer the payment of the travel grant. Your supervisor should also provide an organization reason as to the importance of your application.

PARTICIPANT REQUIREMENTS

Explain how attendance at ERS will help you to manage your COPD Patients better. (50 words max)

Successful recipients must acknowledge travel grant from Lung Foundation Australia and A Menarini Australia Pty Ltd on any accepted abstracts.



Checklist for Submission:

Application form fully complete	
Supervisor letter providing permission and significance of applicant's attendance for the organisation	
Documents to substantiate the application: <ul style="list-style-type: none">♥ Lung Foundation Australia membership♥ TSANZ membership♥ Copy of abstract submitted or other evidence of proposed participation at the conference	