

# **Lung Foundation Australia - Roslyn Hogan** Memorial Lung Cancer Travel Grant Australian Lung Cancer Conference 2020

# **Background**

Lung Foundation Australia is excited to provide **two travel grants ($500 each)** to support attendance at the Australian Lung Cancer Conference **2020: A Time of Hope in Lung Cancer** 19-21 February 2020 in Melbourne, Australia.

This travel grant has been made possible through the generous donation of dedicated lung cancer specialists Dr. Phan Nguyen and Dr. Daniel Steinfort in honour of Mrs. Roslyn Hogan who, before she passed away from lung cancer, supported early career researchers in the field of lung cancer.

This travel grant is open to health professionals/researchers in Australia whose work is focused on research into lung cancer or improving outcomes for patients living with lung cancer.

**Purpose of Travel Grant**

This travel grant, aims to provide key health professionals/researchers in Australia who work with Lung Cancer patients, the opportunity to attend a national conference. This travel grant is provided by reimbursement and may be used to cover any of the following participant costs:

* 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

**Eligibility**

The Applicant must have submitted an accepted abstract at the Australian Lung Cancer Conference to be eligible to apply for the Lung Foundation Australia - Roslyn Hogan travel grant.

The applicant must be able to provide a signed letter of support from their employer or supervisor permitting and supporting their attendance at the Australian Lung Cancer Conference 2020.

The applicant must be a health professional member of Lung Foundation Australia.

# **Selection Criteria and Conditions**

1. 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 organisation, the demonstrated need for grant funding and the potential outcomes for patients from their attendance at the conference. Applications which align to [*Making Lung Cancer a Fair Fight: A Blue Print for Reform*](https://lungfoundation.com.au/wp-content/uploads/2018/10/Information-paper-Making-Lung-Cancer-A-Fair-Fight-A-Blueprint-for-Reform-Oct2018.pdf) are highly desirable.
2. Applicants will be assessed by an Independent Selection Committee. Travel grants will be awarded on the merit of each applicant. Previous travel grant winners are welcomed to apply however preference of equal scoring applications will be given to new applicants. Successful applicants will be notified as per the timelines listed in table below
3. Applicants must outline in the application their reasons for attendance and the need for this grant.
4. Upon return from the conference, applicants must provide a half page summary of the learning benefits / outcomes of attending the conference and supply a registration badge as proof of attendance.

Weighting of applications is as follows:

| **Criterion** | **Weight** |
| --- | --- |
| Applicant has submitted an accepted abstract – scored scientific merit | 30% |
| Value of Attendance for Applicant | 25% |
| Demonstration of benefit to patient outcomes and/or alignment to [*Making Lung Cancer a Fair Fight: A Blue Print for Reform*](https://lungfoundation.com.au/wp-content/uploads/2018/10/Information-paper-Making-Lung-Cancer-A-Fair-Fight-A-Blueprint-for-Reform-Oct2018.pdf) | 25% |
| Demonstrated financial need | 20% |
| **Total** | **100%** |

**Timelines**

|  |  |
| --- | --- |
| **2019** | |
| 1 November 2019 | Award open to application |
| **2020** | |
| 24 January 2020 5pm **(AEDST)** | Closing time/date for applications |
| 5 February 2020 | * Awardee will be notified under embargo until ALCC 2020 for official announcement/awarding * Notification may be delayed if the review process being undertaken exceeds estimated time frame * Unsuccessful applicants will be notified by email |

The Lung Foundation Australia / Roslyn Hogan Memorial Australian Lung Cancer Conference 2020 Travel Grant  **APPLICATION FORM**

**Please refer to the Application Checklist to ensure all criteria have been met. Any part of the application that exceeds the page limits will not be reviewed**

# **To Apply**

* Please complete all sections of this form.
* Use a minimum size 12 Times New Roman font
* Breach of guidelines will deem the application not valid (Including font size and references).
* Submit an electronic copy of your application and supporting documents to as a single PDF file:

# **Deadline**

Electronic submission to be dated no later than 24 January 2020 to:

**Kelcie Herrmann**

General Manager Clinical Programs Research & Innovation

[kelcieh@lungfoundation.com.au](mailto:kelcieh@lungfoundation.com.au)

# **Applicant’s Details**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Title** | Dr Mr Mrs Ms Miss Other: | | | | |
| **First Name** |  | | | | |
| **Last Name** |  | | | | |
| **Postal Address** |  | | | | |
| **Suburb** |  | | **State** | | **Postcode** |
| **Contact** | **T:** | **M:** | | **F:** | |
| **Email**: | | | | |
| **Signature** |  | | | **Date**: | |

# **Supervisor’s Details**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Title** | Dr Mr Mrs Ms Miss Other: | | | | |
| **First Name** |  | | | | |
| **Last Name** |  | | | | |
| **Institution** |  | | | | |
| **Postal Address** |  | | | | |
| **Suburb** |  | | **State** | | **Postcode** |
| **Contact** | **T:** | **M:** | | **F:** | |
| **Email**: | | | | |
| **Signature** |  | | | **Date**: | |

# **Letter of Support**

A letter on your institute’s letterhead is required to accompany this application, from your supervisor/manager stating that you have permission to attend this conference and acknowledging that Lung Foundation Australia will administer the payment of the travel grant. Your supervisor should also provide an organisation reason as to the importance of your application and expected benefits to the organisation with your attendance at the conference.

# **Abstract Details**

Do you have an accepted abstract submitted for the indicated conference? ❑ YES

If yes, abstract submission details: ❑ Oral ❑ Poster

|  |  |
| --- | --- |
| Title: |  |
| Abstract: | *Please provide a copy of your submitted abstract* |

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# **Value of Attendance**

***Limit one page in total for next two questions***

Provide a brief statement to qualify why you should attend, your need for financial support, and what perceived benefits/key learning’s you expect to obtain, including any networking/meeting opportunities.

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| --- |
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Explain how your attendance at the conference will improve outcomes for your Lung Cancer patients and what value may be added to your position and organisation.

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**Applicant Checklist**

***Prior to submitting, please ensure that you have enclosed:***

|  |  |  |
| --- | --- | --- |
| **Item No.** | **Details** | **✓** |
| 1. | Completed standard application form (preceding pages) |  |
| 2. | Supervisor letter providing permission and significance of applicant’s attendance for the organisation |  |
| 3. | Confirmation of membership with Lung Foundation Australia |  |
| 4. | Copy of Abstract submitted or evidence of proposed participation at the conference |  |