

## HSC Medical Staff Executive and Rady Faculty of Health Sciences Travel Award

The Health Sciences Medical Staff Council supports student research. Towards that goal, the HSC Medical Staff Council has collaborated with the Rady Faculty of Health Sciences to fund a maximum of six (6) travel awards per year for students to present their research at scientific meetings. Each travel award will be a maximum of \$1500 (\$750 from HSC Medical Staff Fund, \$750 from Rady Faculty of Health Sciences).

### Eligibility:

1. Undergraduate medical students, nurse practitioner students, and masters of physician assistant students registered with the Rady Faculty of Health Sciences, University of Manitoba are eligible for the award.
2. Presentation of research must be at an accredited national or international scientific meeting taking place within 6 months following approval of funding.
3. Student applicant must be the principal investigator of the research project **OR** be the individual who has completed the substantive amount of work that will be presented at the scientific meeting.
4. The student applicant must be the presenting author for the presentation at the scientific meeting.
5. Priority will be given to senior year students and first time applicants.
6. A student is eligible for a maximum of one award per 12 months.
7. Applicants who were unsuccessful at the prior competition are eligible and encouraged to apply for subsequent competitions.
8. The primary research supervisor must belong to a departmental section at HSC, have primary privileges at the Health Sciences Centre, must be in good standing with HSC Medical Staff, and be cross-appointed to the Rady Faculty of Health Sciences.
9. The HSC departmental section to which the primary research supervisor belongs must have at least 80% compliance with HSC Medical Staff annual dues.
10. A letter of support from the supervisor must accompany the application. The letter must include the trainee's role in the project.
11. Students can apply for funding to present at a meeting or conference occurring after graduation as long as the research was conducted while a student and other eligibility criteria are met.
12. The application must include proof of current ethics approval from the Ethics Committee of the University of Manitoba and the HSC Department of Research Impact Approval (when

applicable). In the case of animal studies, proof of approval by the University Committee on the Use of Animals in Research must be included.

Funding:

1. A maximum of six (6) travel awards are available each year. Three awards are given every 6 months. Awards not allocated in the first 6 months will be available for subsequent period.
2. Each award is a maximum of \$1500 (\$750 provided by the HSC Medical Staff Fund and \$750 from the Rady Faculty of Health Sciences).
3. Funding provided is to be used to offset expenses in order to present the research (transportation, registration, and lodging). The funding is not to be used for personal expenses such as food.
4. All expenses must adhere to the Travel and Business Expense Claims policy of the University of Manitoba (copies available upon request). Submissions for reimbursement are to be made via the University of Manitoba "Guest and Student Claim" form along with all original receipts. All receipts must be submitted within 1 month of the conclusion of the scientific meeting, and will cover expenses up to the maximum amount of the award. Late receipts (submitted greater than one month after the last day of the meeting) will not be reimbursed.
5. Travel Awards are applicable to travel in the 6 months following the application approval. Retro-active applications will NOT be considered.

The HSC Medical Staff Executive and Rady Faculty of Health Sciences travel fund should be acknowledged in any publications arising from work to which support has been contributed, even if that support is partial. Copies of any publication arising with the assistance of this funding, including submitted abstracts, should be submitted to the Medical Staff Executive and Rady Faculty of Health Sciences Deans Offices.