**ESA Travel Grant application 2018**

**Save this form onto your computer and fill it in by typing into the spaces provided.**

The ESA will provide funds to support travel to the **2018 Annual Scientific Meeting of the Endocrine Society of Australia, to be held 19-22 August 2018, Adelaide, Australia**. The amount of funding and the individual success of applicants will be decided by Council. Preference will be given to full time students funded by a scholarship and presenting an abstract at this meeting.

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| --- | --- |
| **FULL NAME:** |  |
| **PROFESSIONAL ADDRESS:** |  |
| **PHONE:** |  |
| **MOBILE:** |  |
| **FAX:** |  |
| **EMAIL:** |  |

*(Type ‘Yes’ or ‘No’ into the space provided)* 

|  |  |
| --- | --- |
| **Do you agree that the decision of the ESA Council on your application is final?**  |  |
| **Have you been a financial member of the ESA for the past 12 months?** |  |
| **Have you submitted one or more abstracts for presentation at the ASM?**   |  |
| **Are you a full-time student?**  |  |
| **Are you receiving a Scholarship stipend (e.g. APRA, NH&MRC etc) or equivalent?** |  |
| **Are you receiving a salary/stipend as a Research *Assistant* or equivalent?** |  |
| **Are you receiving a salary/stipend as a Research *Officer* or equivalent?** |  |
| **If you are NOT a full-time student or Research Assistant/Officer please describe your position:** |  |
| **Have you previously received ESA financial support to attend a scientific meeting?** |  |
| **If ‘Yes’ please specify:** |  |
| **Have you applied for other financial support to attend the ASM?** |  |
| **If ‘Yes’ please specify:** |  |
| **Do you agree to advise the ESA Secretary immediately if you receive other funding to attend the ASM?** |  |
| **If awarded an ESA Travel Grant, do you agree to return the money in full to the ESA Treasurer if for any reason you are unable to attend the meeting?** |  |

|  |  |
| --- | --- |
| **SUPERVISOR’S NAME:** |  |
| **SUPERVISOR’S PHONE:** |  |
| **SUPERVISOR’S MOBILE:** |  |
| **SUPERVISOR’S EMAIL:** |  |

|  |  |
| --- | --- |
| **DATE:** |  |

# CRITERIA

**Principles:**

1. Council has absolute discretion to award any travel grant to any applicant.
2. Council has a duty to apply the criteria equitably to all applicants
3. Council may fix the quantum of money to be made available, on advice of the treasurer.
4. Council may delegate these functions to a subcommittee of members which would normally be at least three of the president, honorary secretary, treasurer and vice-president.

**Selection Criteria:**

1. **The applicant must have been a financial member of ESA for the past 12 months.**
2. The categories of applicant in order of decreasing priority for consideration are:
	1. Full time student (postgraduate) presenting an abstract
	2. Research Assistant / Research Officer (NH&MRC scale) presenting abstract
	3. Full time student (postgraduate)
	4. Research Assistant / Research Officer
3. The supervisor may be contacted by the ESA to certify the category and advise whether any other specific support is available from the institution, i.e. travelling scholarship/grant.

**Generally ineligible for a travel grant are:**

* Members in higher positions than RO
* Members who are physicians or PhDs more than 7 years post-doctorate
* Members who are resident in a country other than Australia.

**APPLICATION INSTRUCTIONS**

Applications are to be sent by **EMAIL to the ESA Secretariat** by the closing date. Applications should include the following as attached files:

* This completed Application Form
* A brief CV
* Abstract(s) submitted for presentation at the ASM

**Email your application to:**

 Ivone Johnson, ESA Secretariat

 **ijohnson@endocrinesociety.org.au**

**APPLICATIONS CLOSE: 1 June 2018**