CCDPM Trainee Travel Award

Terms of Reference & Instructions
Funding for the Centre for Chronic Disease Prevention and Management’s (CCDPM) Trainee Travel Award is made available by the Reichwald Family Southern Medical Program Chair in Preventive Medicine. The awards are designed to support travel costs to research meetings or conferences for CCDPM trainees.

Eligibility
Undergraduate, Masters, PhD, and Post-Doctoral Fellow trainees are eligible to apply for this travel award. The following eligibility criteria apply:

- applicants must present an oral or poster presentation at a regional, national or international meeting or conference.
- applicants must be the first author on the accepted abstract.
- the applicant’s primary supervisor must be a CCDPM Investigator or Affiliate Investigator.

Value of award
The award will support eligible travel costs to a maximum of $1000. See UBC Policy on Travel and Related Expenses (www.universitycounsel.ubc.ca/policies/policy83.pdf) for eligible expenses.

Adjudication of applications
- Applications will be reviewed by CCDPM Leadership to verify that the eligibility criteria have been met. Priority will be given to:
  - Applicants whose work is directly related to CCDPM’s primary research areas
  - Applicants who have never previously received a CCDPM Trainee Travel Award
  - Applicants who have participated in CCDPM events (for Winter competition only)
- This priority system will only be invoked if the number of eligible applications exceeds the number of available awards. If there are more eligible applications than awards available, then a draw will be conducted to select award recipients.
- Travel must take place within 12 months of (before or after) the competition deadline

Reimbursement
- Reimbursements will be provided upon submission of receipts and proof of attendance after the completion of travel. Awards cannot be transferred to other travel. Advances will not be issued.
- Reimbursement forms will be made available

Conditions of Award
- the applicant and supervisor must include their CCDPM affiliation on the conference presentation

Deadlines and Number of Awards
A total of 15 awards are available for the 2022-2023 fall-winter cycle. To accommodate different conference submission deadlines and to facilitate planning, two competitions will be held:

- Fall competition: Deadline October 30, 2022 [up to 10 awards available]
- Winter competition: Deadline February 15, 2023 [minimum of 5 awards available]

Application Form
Application forms are available and must be submitted online at: https://ubc.ca1.qualtrics.com/jfe/form/SV_9Eqw6qKztvMBuRM

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