TCRN Once Off Professional Development Grant Guidelines:
2014 World Cancer Congress

Application deadline: 3.00pm Tuesday 29 April 2014

The TCRN is offering its members an opportunity to attend Professional Development the 2014 World Cancer Congress ‘Joining Forces – Accelerating Progress’ as once off Professional Development grant.

The key objective of the 2014 World Cancer Congress is to equip participants with the necessary tools that will enable them to make a difference, implement and take actions at all levels of cancer control. This aligns with the TCRN’s effort to expand and enhance the knowledge and skills in translational cancer-related research or cancer care service delivery of the TCRN members.

Master Courses

The Congress will provide a unique educational opportunity and includes thirteen different Master Courses delivered by distance learning over six months that will culminate in one day workshop in Melbourne during the Congress.

Abstracts

The 2014 World Cancer Congress marks the first edition where submissions are open not only for scientific studies, but also practice policy, advocacy reports and fundraising reports.

What is included in this once off grant?

The TCRN will fund up to eight individual members. Successful applicants will receive free registration to the 2014 World Cancer Congress and funding of up to $700 for travel and accommodation.

Who is eligible to apply?

- All current TCRN members (see current membership list).
- PhD students do not need to be a TCRN member but their primary supervisor must be a current TCRN member as listed on the TCRN website.

What are the selection criteria?

Applicants must:
- Meet the eligibility criteria.
• Select a Master Course from the program and provide a rationale for its selection and how that course would provide the applicant with new knowledge and skills.
• Demonstrate how attending the World Cancer Congress would benefit applicants’ current work and describe the benefit to the TCRN.
• Applicants are also strongly encouraged to select one of the four (4) tracks from the program and submit an abstract. If submitting an abstract, please also submit an outline of the abstract to the TCRN.

What are the conditions for successful applicants?
• Successful applicants are required to complete a TCRN travel report that includes a summary of the Master Course they undertook.
• The report is due to the TCRN by 10 Jan 2015.
• Applicants can partially fund this travel from a different funder, but the applicant must fully disclose the funder and amounts already received or committed.
• Successful applicants must acknowledge their membership of the TCRN.

Cost Estimates
1. Applicants must provide cost estimates for all eligible expenses including vendor details in the application form. If the application is successful, the applicant will be awarded a grant of up to $700 for eligible travel and accommodation expenses.
2. Airfares: a reasonable cost of return economy air travel to the conference/course by the most direct route.
3. Accommodation: a reasonable cost of required stay for the conference/course.
4. Ground transfers: these will be covered at flat rate of $50 for national travel.
5. All values must be in Australian dollars.
6. Copies of the original receipts for transportation and accommodation must be kept by the applicant until 31 Dec 2016. DO NOT send them to the TCRN unless requested.

Payment Process
7. Payment to successful applicants:
   i. Payment will be made to successful application in July 2014. It may take up to 3 weeks from the time the applicant submits the required documents (including the payment request form or an invoice from the applicant’s organisation) to the TCRN.
   ii. Non-UNSW applicants: The grant will be awarded to applicant directly. If expenses will be/have been paid for by the applicant’s organisation, it will be the applicant’s responsibility to reimburse their organisation accordingly.
   iii. UNSW applicants:
      a. If the total travel expenses will be/have been paid from a personal account as out-of-pocket expenses, the grant will be awarded to the applicant’s personal account.
      b. If the total travel expenses have been paid for by UNSW, the grant will be awarded to an appropriate UNSW account.
      c. If the total travel expenses will be/have been paid for by UNSW AND from a personal account, the grant will be awarded to applicant’s personal account first and any remaining balance of the grant will be awarded to an appropriate UNSW account.
Exclusions

1. In order to ensure all members have access to this funding, recipients of a Round 1 2014 or Round 2 2013 TCRN Conference & Professional Development Grant are not eligible to apply for this round.

2. Recipients of a TCRN Conference & Professional Development Grant prior to Round 2 2013 are eligible to apply but priority will be given to applicants who have not previously received funding from the TCRN.

3. This grant is specific for attending the World Cancer Congress in Melbourne in December 2014.

4. The recipients of the TCRN PhD Scholarship Top-up Awards are not eligible to apply if they have received non-stipend support as part of their Award.

5. Senior medical consultants with access to Training Education and Study Leave (TESL) are not eligible to apply for TCRN Conference & Professional Development Grants.