



Cancer Council Queensland

Scholarship and Travel Grant
Program
2012

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Introduction

Cancer Council Queensland supports the ongoing professional development of cancer health professionals working in cancer services. Through the annual program of scholarships and travel grants, funding is provided for medical, psycho-oncology, radiotherapy, allied health and nursing health professionals working and/or resident in Queensland Australia, to undertake a study tour to investigate, understand and review best practice in their field. Upon their return, this experience will contribute to and lead best practice in clinical cancer care in Queensland.

Cancer Council Queensland's Scholarship and Travel Program aims to:

- Enhance the clinical expertise and knowledge of successful applicants
- Enable dissemination of clinical expertise and knowledge to the cancer workforce
- Promote best practice in cancer care
- Retain experienced cancer care clinicians by supporting their professional development and recognising expertise
- Build the reputation of clinical cancer care as a field progressing best practice across all professions.

Scholarships and Travel Grants Program for 2012

1. ESA International Cancer Scholarship for International Travel/Study.
Eligibility: medical, nursing, psycho-oncology, radiotherapy and allied health cancer care professionals.
Value of scholarship: \$10,000 (metropolitan applicants)
\$10,000 (non-metropolitan applicants)
2. The DB Duncan Training Fellowship for International Travel/Study.
Eligibility: allied health professionals in cancer care.
Value of scholarship: \$10,000 (metropolitan applicants)
\$10,000 (non-metropolitan applicants)
3. Cancer Council Queensland/Queensland Nurses Union Oncology Nurses Scholarship for International Travel/Study.
Eligibility: cancer care nurses.
Value of scholarship: \$10,000 (metropolitan applicants)
\$10,000 (non-metropolitan applicants)
4. The George Healy Cancer Education Award for Study/Travel within Australia.
Eligibility: medical, nursing, psycho-oncology, radiotherapy and allied health professionals in cancer care.
Value of scholarship: \$10,000

APPLICATION

About the Application

Applications are sought from cancer care clinicians as listed in the 2012 program of scholarships and travel grants on page 2. Cancer Council Queensland will support the successful applicant with travel, living expenses and where relevant conference registration, through an initial one-off grant valued up to \$10,000 AUS (including GST). The amount of the grant, or grants, will be determined on the basis of the length and the needs of the program submitted. The grant will not, however, exceed a maximum of \$10,000. Grants will be allocated on a competitive basis.

Selection Criteria

The successful applicant will:

1. Be qualified to practice in medicine, psycho-oncology, radiotherapy, nursing or an allied health profession in Queensland
2. Demonstrate substantial ability and excellence in their field and as a potential leader including:
 - Commitment to cancer care
 - Highly developed clinical skills
 - Empathy and understanding of the patient's perspective and
 - The ability to effectively disseminate information
3. Justify the proposed study tour with reference to:
 - International trends and recent major developments or improvements in cancer care in their discipline
 - The relevance of the skills and knowledge gained to the position and cancer service in which they will be employed upon their return to Queensland and
 - Viability
4. Demonstrate their capacity to influence cancer care and introduce innovations to cancer care in Queensland.

Evidence to establish capacity to meet selection criteria

Applicants should provide evidence of:

1. Personal details
 - Name
 - Address
 - Evidence of membership of applicable professional body/bodies
2. Ability through:
 - Curriculum Vitae
 - Undergraduate and postgraduate awards
 - Publications and presentations during the past 5 years
 - Two (2) independent referee reports confirming the applicant's substantial ability including commitment to cancer care; standard of clinical skills; empathy and understanding of the patient's perspective and ability to disseminate information gained

3. Proposed employment in Queensland in cancer care upon completion of the Scholarship/Travel Grant including
 - Evidence of actual and/or potential position
4. Details of the proposed study tour including:
 - Learning outcomes
 - Applicability of learning outcomes to clinical practice in cancer care in Queensland
 - Duration, including specific dates in each location
 - Institution/s at which the professional experience will be undertaken
 - Program of work/conferences
 - Confirmation from senior cancer clinician/s in the centre/s to be visited of their availability to provide either supervised work experience or opportunities for observation of clinical practice
 - Confirmation from current employer that the successful applicant will be released to travel
 - Itemisation and justification of the budget
 - Declaration of any potential or actual additional funding sources
 - Declaration of any conflict of interest
 - Signed "Declaration" (final page of this document)
5. Detail how the information gathered will be used to influence cancer care in Queensland including:
 - Confirmation of capacity to provide a report describing international best practice in centres visited, expertise developed and relevance of best practice to cancer service delivery in Queensland
 - Outline of the report which will be provided to Cancer Council Queensland
 - The forums through which the information gathered will be distributed

Developing a Proposal

All proposals are to address the selection criteria detailed above and supply supporting documentation including:

- Curriculum Vitae
- Referee reports
- Evidence from current employer that the successful applicant will be released to travel
- Evidence of employment in cancer care upon return
- Evidence from the institution at which the professional experience will be undertaken of their capacity to contribute to the study tour
- Itemised budget to a maximum of \$10,000 (GST inclusive). Budgets must be submitted in \$AUS.
- Signed declaration (see final page of this document)

Use of Funds

Cancer Council Queensland will support the successful applicant with travel and living expenses through an initial one-off grant valued up to \$10,000 AUS (including GST). The successful applicant will be paid 60% of the total funding up to 3 months in advance of travel. The remaining 40% of funding or the actual cost of expenses up to the amount budgeted will be paid upon:

- Successful completion of the scholarship
- Receipt by Cancer Council Queensland of the report
- Receipt by Cancer Council Queensland of invoices for costs up to the amount indicated in the budget.

Should the recipient withdraw from the program, the recipient will be required to reimburse Cancer Council Queensland an agreed equivalent percentage of funds spent in relation to the proposed program.

Reporting Requirements

1. The successful applicant will be required to submit a report within 6 weeks of the successful completion of the scholarship describing:
 - The extent to which the benefits of the study tour have been realised
 - Best practice in the field of study, the relevance of best practice to cancer services delivery in Queensland and the expertise developed
 - The method and timetable for dissemination of clinical expertise and knowledge gained during the scholarship, to other relevant cancer health professionals

Reports must be submitted to Cancer Council Queensland, attention Professional Liaison Co-ordinator. Cancer Council Queensland may use information provided in the form of reports in newsletters, publications and other sources to support and enhance organisational objectives.

2. A presentation to Cancer Council Queensland relevant staff and invited guests will be required and will be arranged in collaboration between the grant recipient and Cancer Council Queensland Professional Liaison within three (3) months of return from the scholarship.

Application Process

Individual applicants are responsible for submitting the application. Proposals must be received at Cancer Council Queensland by 5pm Monday 17th October 2011

Schedule

Monday 29 th August 2011	Applications open
Monday 17 th October 2011	Applications close
November 2011	Judging and CCQ committee approval process
Monday 19 th December 2012	Applicants notified of outcome Study tours undertaken

Selection Process

Upon receipt, applications will be reviewed for completeness and adherence to submission requirements. Applications will be reviewed through a competitive process. Cancer Council Queensland's Scholarship and Travel Grant Committee, comprising independent experts in their field, will meet to evaluate submitted applications. Proposals will be reviewed and scored against the selection criteria. Applications will be ranked in order of priority. Cancer Council Queensland's Scholarship and Travel Grant Committee may call for additional information in order to reach a final outcome. Each applicant will be notified in writing of the outcome.

Submitting a Proposal

Completed proposals should be marked CONFIDENTIAL and posted to:

Professional Liaison
Community Services
Cancer Council Queensland
PO box 201
Spring Hill QLD 4004

Or deliver to:

Professional Liaison
Community Services
Cancer Council Queensland
553 Gregory Terrace
Fortitude Valley QLD

Ten copies of all documentation must be included.

Applications must be received at Cancer council Queensland by 5pm Monday 17th October 2011. Faxed, Emailed, incomplete or late submissions will not be accepted.

Further information

Further information and enquiries should be directed to:

Professional Liaison
Community Services
Cancer Council Queensland
P: (07) 3634 5262
E: Anne-MarieDewar@cancerqld.org.au

DECLARATION (Please include with application):

I, (Name of applicant: please print) _____

hereby make formal application to Cancer Council Queensland for

(name of scholarship) _____

Should this application be successful, I undertake to submit to Cancer Council Queensland a written report within six (6) weeks of completion of the Study Program, describing

- The extent to which the benefits of the study tour have been realised
- Best practice in the field of study, the relevance of best practice to cancer services delivery in Queensland and the expertise developed
- The method and timetable for dissemination of clinical expertise and knowledge gained during the scholarship, to other relevant cancer health professionals

I also undertake to provide an oral presentation to Cancer Council Queensland relevant staff and invited guests which will be arranged in collaboration with Cancer Council Queensland Professional Liaison Co-ordinator within three (3) months of return from the scholarship.

Applicant's signature _____

Name (print) _____

Date _____