

## Award

Subject: **RCPA Foundation Mike and Carole Ralston Travelling Fellowship**  
Approval Date: March 2013, June 2017  
Review Date: March 2021  
Review By: RCPA Foundation  
Number: 1/2013

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### 1. Purpose

To assist Fellows and Trainees gain international experience at the frontiers of genomic medicine, and thereby enhance the delivery of genomic medicine in Australasia.

### 2. Funding source

RCPA Foundation Fund.

### 3. Value

Typically one award of up to AUD \$35,000 excluding GST.

### 4. Payments

Reimbursement of expenses on submission of original receipts.

Receipts must be submitted within the timeline of the project.

### 5. Applicant eligibility

- Trainees enrolled with the RCPA; **or**
- Fellows of the RCPA or its Faculties (Preference will be given to Fellows of less than five years standing without substantial funding support)

Previously successful award recipients may apply for the same award in subsequent years on the condition they declare (on their application form) that they have previously received this award.

### 6. Project eligibility

- The applicant will gain a qualification, experience, or knowledge in an overseas environment; **and**
- the applicant has a clearly defined plan for returning to Australasia at the conclusion of the project; **and**
- the applicant has a clearly defined plan to enhance the delivery of genomic medicine in Australasia.

Preference will be given to projects involving medical testing or translational research rather than basic genome research.

### 7. Allowable expenses

Personal expenses of the applicant e.g. travel expenses, living expenses, registration costs.

### 8. Excluded expenses

Expenses attributed to someone other than the applicant.

## **9. Timeline of project**

The project should be completed within two years of the granting of the Award.

## **10. Method of application**

Applications open 1 February each year.

Number of awards and value for the following year determined and advertised by the RCPA Foundation.

Submission of a single document in electronic format (preferably PDF) by 30 June each year. Submission document must include:

- Completed Application Form
- Statement of support from Head of the overseas Department hosting the project, or from a person of comparable authority.
- Statements of support from two additional Fellows of the College.

## **11. Co-applications for other Awards/Grants**

An applicant may only apply to the RCPA Foundation for one award or grant per calendar year.

Concurrent applications to other funding sources are encouraged, and must be detailed in the application, and will not disadvantage an application to the RCPA Foundation.

## **12. Assessment and Decision**

- Calibre of application.

Applications are assessed by the RCPA Foundation Grants Subcommittee, with co-opted expertise from Discipline Advisory Committees as required.

The Award is granted by the RCPA Foundation Board on the advice of the RCPA Foundation Grants Subcommittee.

The RCPA Foundation reserves the right to not make an Award in a given year.

## **13. Notification**

Applicants will be advised in writing of the outcome of their applications by 30 September in the year in which they applied.

The successful applicant will be invited to attend the Pathology Update Admission of New Fellows and Awards Ceremony in the following year, at which the Award certificate will be presented.

## **14. Reporting**

The applicant must provide a brief progress report (300-500 words) within 12 months of commencing and a final report on completion of the project, detailing how the objectives were met. The applicant must provide a photo and brief non-technical testimonial (300-500 words) within 3 months of concluding the funded activity for use in College promotional materials, including social media.

## **15. Concessions**

The RCPA Foundation Grants Subcommittee may relax or modify these requirements in special circumstances or to avoid hardship to a candidate or recipient of an Award.

## **16. Suspension**

The RCPA Foundation Board may at any time suspend or terminate an Award or require the forfeiture or refund of the Award as the Board may determine, if it is satisfied that the recipient is not diligently pursuing the proposed project or has failed to comply with any of the terms and conditions under which the Award was granted.

## **17. Additional Funding**

Applicants are required to notify the RCPA Foundation if they are a recipient of other financial grants or have received other sources of funding.

## **18. Citation and Acknowledgement**

The RCPA Foundation must be acknowledged in any presentations or publications arising from this activity.

Applicants are to notify the RCPA Grants Coordinator of any citations which have been published or presented as a result of projects funded by the RCPA Foundation Grants and Awards.

The official wording to acknowledge the RCPA Foundation for grant funding is:

*'Dr (name) is a recipient of the Mike and Carole Ralston (year) from the RCPA Foundation'*