

Award

Subject: **RCPA Foundation Pathology Education Outreach Fellowship**
Approval Date: August 2017, July 2019
Review Date: August 2022
Review By: RCPA Foundation
Number: 5/2017

1. Purpose

To assist Fellows and Trainees in advancing and promoting Pathology education and training in developing communities.

2. Funding source

RCPA Foundation Fund with support from the Pathology Education Outreach Committee and Fellows of the RCPA.

3. Value

Number of awards and value to be determined and advertised by the Foundation by 1 February each year.

4. Payments

To be made subject to prior approval of the activity or material proposed.

Reimbursement of expenses on submission of original receipts.

Receipts must be submitted within the timeline of the project.

5. Applicant eligibility

Applications must originate from an RCPA Fellow, Faculty Fellow or Trainee solely for the promotion of education, training or suitable local capacity building in developing communities.

If Fellows/Trainees in a developing community wish to partner with an applicant for funding, they must get in touch with their respective RCPA contact.

6. Project eligibility

Preference will be given to activities in Australasia and South Pacific locations.

Only projects with clear and substantive education, training or suitable local capacity building purpose, not for clinical service delivery, will be considered.

7. Allowable costs

Project costs can relate to the following but not limited to:

- Teaching and assessment of pathology training in tertiary institution or laboratory in a developing community.
- Assistance with training of staff in modern laboratory management.
- Setting up of a laboratory in an under resourced area.
- Purchase and transportation of training material/laboratory equipment's eg text books, microscopes, CD/DVD's.
- Travel and accommodation of Fellows/Trainees to under resourced area.

- Subscription of the under resourced area to the RCPA Affiliate Training Membership or to access on-line educational materials from other tertiary institutions.
- Use of digital technology to maintain ongoing interaction with Australian/New Zealand Fellows.

8. Excluded costs

- Laboratory equipment and materials
- Clinical work which does not include an educational or training component.
- Course development costs including preparation by lecturers and experts.
- Hosting regional pathologists and trainees in Australia/New Zealand for attachments or for attending scientific conferences.
- Extra professional medical indemnity insurance cover required for working in developing community.

9. Timeline of Project

- Support for each applicant will be limited to one and will be subject to suitable progression and submission of a report.

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 the Chair of the RCPA Pathology Education Outreach Committee.
- Statement of support from Head of the applicant's Department, or from a person of comparable authority with a detailed activity of the project

11. Co-applications

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

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

The Foundation must be advised of additional funding sources obtained for the project subsequent to granting of this Award.

12. Assessment and Decision

Applications are assessed by the RCPA Foundation Grants Subcommittee, with co-opted expertise from the Pathology Education Outreach Committee 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.

14. Reporting

The Foundation must be acknowledged in any presentation or publication arising from this activity.

The Foundation must be advised of such publications or presentations.

The applicant must provide a brief non-technical summary (300-500 words) within 3 months of concluding the funded activity.

15. Concessions

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

16. Suspension

The RCPA Foundation Board may at any time suspend or terminate an Award or require the forfeiture of the Award emolument 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 on 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 Pathology Education Outreach Fellowship (year) from the RCPA Foundation.'