



Travel Bursary Fund Terms of Reference

Mission and Vision of BTOG

The mission of BTOG is to support and educate thoracic oncology healthcare professionals (HCP), creating a professional community to exchange ideas, information and innovation and to foster the development of research. The overall aim is to represent the needs of people with thoracic malignancies in the UK and ensure they have equitable access to optimal care. The vision of BTOG is to contribute to achieving survival rates equal to the best in the world.

The Vision of the Ruth Strauss Foundation

In 2018 Ruth Strauss, wife of former England cricket captain Sir Andrew Strauss, was diagnosed with a non-smoking lung cancer. Ruth died less than a year after diagnosis; she was 46 years old and mother to two children, then aged 10 and 13. In her memory, Sir Andrew set up the Ruth Strauss Foundation, with two missions:

- To facilitate collaboration and influence research in the fight against non-smoking lung cancers, so that together we find the causes sooner and improve outcomes
- To ensure that every family with a child facing the death of a parent is offered the professional emotional support they need to prepare the family for the future

Bursary Details

- Registration for this Essential Update is provided free of charge for Health Care Professionals.
- BTOG is pleased to confirm that the Ruth Strauss Foundation has kindly agreed to fund up to 100 travel bursary applications based on a maximum of £100 per application not exceeding £10,000 in total.

Applicant's criteria

- **Health Care Professional (HCP as below)** involved in care or treatment of patients with thoracic malignancies or involved in research in the UK or a GP in the UK.
- **Must be a concessionary rate HCP** including allied health professional, nurse specialist, radiographer or trainee doctor up to and including specialist registrar grade. Or a GP in practice in the UK.
- To apply you **must have registered and will attend** the BTOG Non-Smoking Lung Cancers Essential Update
- Can apply for a travel bursary to maximum of £100 to cover travel and accommodation (if needed)
- Must confirm on application has not applied for or received funding from another source for the funding in the application. Applications must be done online via the BTOG Non-Smoking Lung Cancers Essential Update travel bursary online application form and be fully completed.
- Successful applicants will complete a claim form including bank account details for bank transfer and claims will only be paid to those who attended. BTOG will not be liable to reimburse travel or accommodation if the HCP is unable to attend the Essential Update for whatever reason – applicants are encouraged to book travel or accommodation that can be cancelled.

BTOG review criteria

- Application period will be open between 1st August 2022 and 12th September 2022. Applications received after this date will not be reviewed.
- Applications will be reviewed on or before 19th September 2022.
- Outcome of application will be notified ASAP during week ending 23rd September 2022. For transparency, BTOG will include a list of successful applicants on the website, www.btog.org.
- Applications must be complete and above criteria must all be confirmed by the applicant.
- Travel bursary funding will be allocated where possible to ensure a fair allocation of funds among the disciplines as above and will also where possible ensure a fair allocation taking account of geographical location of applicants.
- We will fund up to 100 applications based on maximum of £100 per application not exceeding the £10,000 allocated to the BTOG Non-Smoking Lung Cancers Essential Update travel bursary fund supported by the Ruth Strauss Foundation.
- If applications received do not use the entire BTOG Non-Smoking Lung Cancers Essential Update travel bursary fund allocated BTOG reserves the right to put out a further call for applications by including on e-circulations to BTOG members.
- BTOG will check successful applicants attended the Essential Update.
- Any sponsor/s will have no input into the review of applications or decisions relating to the payment of travel bursary funds.
- Sponsorship will be acknowledged as agreed with the individual sponsor/s.