



BTOG 2020 Scholarship Fund

Terms of Reference

The Vision of BTOG is to ensure equitable access to optimal care for patients with all thoracic malignancies in the UK and Ireland. The Mission of BTOG is to support and educate health care professionals, 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 patients and improve their outcomes.

Applicant's criteria

- HCP involved in care or treatment of patients with thoracic malignancies or involved in research in the UK.
- Allied health professional, nurse specialist, radiographer or trainee doctor up to and including specialist registrar grade or consultant. Steering committee members who fulfill the applicant criteria can apply. If an applicant is a member of the BTOG Scholarship Education Fund Committee then the application will be separately reviewed by another steering committee member.
- Submitted an abstract to BTOG 2020 and will attend BTOG 2020.
- Can apply for registration fee and/or flight and/or 1-night accommodation cost to maximum of £375 per application. Cannot apply for conference dinner registration fee. Flights must be economy and accommodation must be at the venue hotel.
- Must confirm on application has not applied for or received funding from another source for the funding in the application. Applications must be fully complete. Incomplete applications will be returned to the applicant. Applications received before 1st October 2019 or after 30th November 2019 will not be reviewed and will be returned to the applicant.
- Successful applicants will complete a claim form including bank account details for bank transfer. Claim forms received on or before 7th January 2020 will be paid before BTOG 2020. Claims received after this date will be paid after BTOG 2020.
- If a successful applicant does not attend for any reason, he/she will take every step to obtain a refund of registration and/or flight and/or accommodation cost (subject to applicable cancellation terms) and any refunded monies will be reimbursed to the education scholarship fund on receipt of refund or latest by end February 2020.

BTOG review criteria

- Application period will be open between 1st October 2019 and 30 November 2019. Applications received after this date will not be reviewed.
- Applications will be reviewed between 1st December 2019 to 8th December 2019.
- Outcome of application will be notified during week ending 14th December 2019. 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.
- Scholarship funding will be allocated where possible to ensure a fair allocation of education scholarship funds among the disciplines as above and will also where possible ensure a fair allocation taking account of geographical location of applicants.
- The total of applications will be approved up to and not exceeding the amount allocated to the BTOG 2020 education scholarship fund.
- If applications received do not use the entire BTOG 2020 education scholarship funding 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 BTOG 2020 and if not will follow-up regarding reimbursement of scholarship funds (as above).
- The sponsor/s has/have no input into the review of applications or decisions relating to the payment of scholarship funds.
- Sponsorship will be acknowledged as agreed with the individual sponsor/s.