

McGill-CIHR Drug Development Training Program Travel Awards

DDTP Travel Awards

In order to encourage DDTP students to attend national and international meetings, the Scholarship and Fellowship committee has approved inception of new travel awards with eligibility restricted to students who have previously received funding from the DDTP. These awards will give the students the opportunity to share their research findings with colleagues and experts in their field.

The maximum amount for a single award is \$750.00. The number of travel awards available is dependent on budgetary allocation.

Eligibility

- The applicant must be a recipient of a DDTP scholarship or fellowship
- Travel must occur during the appointment period of the DDTP trainee
- The work presented at a conference, workshop or symposium must be relevant to the DDTP mandate
- Applicants may apply prior to receiving confirmation of acceptance, but must present evidence of formal participation before submitting a claim for travel reimbursement.
- The student or postdoctoral fellow must be the first or presenting author of the oral communication or poster.
- Applicants are only eligible to receive one travel award per 12 month period.

Allowable Costs

The maximum amount for a single award is \$750.00. All reimbursement claims must follow the McGill policies and procedures detailed at: <http://www.mcgill.ca/financialservices/policies/reimburse/>.

Eligible expenses include:

- Travel costs – at the lowest economy fare
- Accommodation expenses – at the lowest fare available
- Meals – not to exceed the existing McGill per diem
- Conference registration fees

How to Apply?

Applications are required to submit the following:

- A completed DDTP Travel Award Application Form
- A copy of the abstract submitted to the selected meeting
- Proof that the abstract has been selected for presentation

When to Apply?

Applications can be submitted at any time and decisions will be made in a timely fashion.

Review process and Evaluation Criteria

Members of the DDTP Scholarship and Fellowship Committee will evaluate the application based on the following criteria:

- Demonstrated benefit in attending the event to the applicant's training
- Demonstrated relevance of the selected event to the DDTP mandate

Conditions of Funding

- Approved applicants must use the award for the meeting specified in their application
- Proof of attendance and of presentation must be submitted to the DDTP with the travel expense claim
- Awardees will be reimbursed up to \$750 for eligible expenses after receipts and completed travel expense claim forms are submitted

For additional information contact:

The office of the McGill-CIHR Drug Development Training Program
The Research Institute of the MUHC
1001 Decarie Boulevard, Bloc E, Room ES1.5562
Montreal, Quebec H4A3J1
Tel: (514)934-1934 extension 76435
Email: trainingindrugdev@mcgill.ca