

THE UNIVERSITY OF SYDNEY CANCER RESEARCH NETWORK Conference Support

INTRODUCTION

The Cancer Research Network has an interest in:

- widely communicating and showcasing cancer research at the University of Sydney, its teaching hospitals and affiliated research institutes;
- fostering important links with external collaborators to complement research strengths at the University of Sydney; and
- ensuring that conferences relevant to research activities being conducted by members of the CRN are accessible to members of the Network.

In order to give effect to these intentions, the CRN may provide limited support to conferences that meet CRN criteria. The provision of conference support will be negotiated with the applicant(s) on a case-by-case basis. Support may include, but is not limited to, the provision of:

- advertising of the conference through the usual channels available to the Network,
- conference management advice,
- practical assistance, and/or
- a small financial contribution towards the expenses of an invited speaker or joint conference session.

ELIGIBILITY CRITERIA

The applicant must be a member of the University of Sydney Cancer Research Network and the Organising (or Program) Committee of the conference for which support is being requested. The conference topic should be in an area of research strength of CRN members. The University of Sydney Cancer Research Network Management Committee reserves the right to make final decisions on applicant eligibility.

PROCESS, SELECTION CRITERIA AND REQUIREMENTS

Process

All applications for support should be submitted to the Cancer Research Network Office at cancer-research@med.usyd.edu.au using the 'Application for Conference Support' form. The conference title, topic and objective(s) must be succinctly and clearly stated, and reflected in the application for conference support. Applications will be reviewed by the Cancer Research Network Management Committee on an

ad-hoc basis. Forward commitments may be made up to the end of the current calendar year.

The Cancer Research Network Management Committee will use their own expertise to evaluate the applications. The nature and scope of proposed conferences is expected to vary from application to application. Therefore, it is anticipated that the nature and duration of support will also vary. In determining the level of support for a conference, the committee may take into account other funding received by the applicant for the conference.

Selection Criteria

Applications will be assessed based on the likelihood that the proposed conference will have a substantial impact. The following will be considered when applications are being assessed:

- i) The conference must relate clearly and directly to cancer and the Network's goal of developing and translating research to improve cancer outcomes.
- ii) Priority will be given to local conferences.
- iii) Some priority will be given to multi-disciplinary conferences.

Please note:

- Conference support will not be allocated for purposes that have already been funded by another sponsor or grant giving agency. Any such support must be declared at the time of application.
- The applicant may be asked to provide evidence of sufficient institutional resources, infrastructure, and demonstrated capacity to support the proposed conference.
- Allocation decisions will be free from personal conflicts of interest.
- The committee reserves the right not to allocate funds in any given year if there are insufficient fundable applications, as judged by the committee.

Requirements

The organisers will appropriately acknowledge support provided by the University of Sydney Cancer Research Network as negotiated with the Network's Management Committee. Recognition of support may include, but is not limited to:

- formal acknowledgement of support during a conference session, on the conference website, and/or in the conference program,
- advance notice to Network members of the conference program, and
- discounted registration for Network members.

If support is provided, the CRN may wish to negotiate access outside the conference to speakers for visits, other talks and the like.