

Conference Grant Guidelines

Advanced Medical Trainees, Nurses
and Allied Health



The Western Australian Clinical Oncology Group (WACOG) offers two grants for Health Professionals working in a field related to Oncology or Haematology. These grants, open to Advanced Medical Trainees, Nurses and Allied Health Professionals provide an opportunity to attend a conference to support professional development.

Grant details:

- Two grants are offered per calendar year
- Up to \$2500 for interstate conferences
- Up to \$4000 for international conferences
- Successful applicants must organise and pay for these arrangements upfront, as expenses will be reimbursed.

Eligibility criteria:

- Medical Advanced Trainee Grant applicants must be registered Medical Practitioners with the Medical Board of Australia, and working in the field of oncology or haematology.
- Nursing Grant applicants must be registered as either a Registered Nurse with the Nursing and Midwifery Board of Australia, and working in a field related to oncology or haematology.
- Allied Health Grant applicants should be working in a field related to oncology or haematology. AHPRA registration is required if your professional affiliation aligns with this standard, while recognising that not all individuals fall under this requirement.
- Other professions may be eligible, but will require a letter of recommendation from their employer.
- Applicants must be working and residing in Western Australia.
- Any other financial assistance received for attending the conference must be declared.
- Applicants should not have received a WACOG conference grant in the two years preceding the application.
- Applicants must have current employment in the public or private health system (full-time or part-time).

Grant usage:

- Can be used for conference registration fees and related workshops, travel costs (flights), and accommodation expenses.
- Cannot be used for transportation to and from the airport or meal expenses.
- The applicant is responsible for relevant insurance costs related to attending the conference, including travel and personal insurance.
- Registration for virtual conferences will also be considered.
- Accommodation costs will be reimbursed only for interstate or international conferences, not for local conferences. WA regional applicants can apply for accommodation and travel fee reimbursement for both Perth conferences and interstate or international conferences.

Reporting requirements:

In order to be considered for a grant applicants must:

- Commit to giving a presentation to the health professional workforce at a Cancer Council WA education meeting (e.g., WACOG meeting, GP Education webinar, or Nurse Study Day) within 6 months of returning from the conference. The presentation should cover highlights, clinically relevant information, and key messages. If a suitable forum is not available, the applicant will receive written notification from WACOG of exemption from this requirement.
- Submit a brief article (250 words) for the WACOG Cancer Matters or the General Practice Cancer Education newsletters within 6 months of returning from the conference, outlining a presentation of particular interest or providing a conference overview.
- Submit all reimbursement claims, along with supporting expenditure receipts, within 30 days of the conference end.

It is essential for the recipient to fulfill all the above requirements, unless an exemption has been granted by WACOG. Failure to be able to meet the applicable requirements will render the recipient ineligible for the grant.

Privacy policy

We need to collect personal information to process your application, communicate with you and conduct normal business. By providing your personal information, you agree that your information will be used and disclosed by Cancer Council WA in accordance with our Collection Statement and Privacy Policy, available at www.cancerwa.asn.au/notices/privacy.

Application process:

The allocation of these funds will be executed by WACOG and Cancer Council WA. WACOG will invite applications, engage in the assessment process, and arrive at a recommendation. Final decisions will be communicated to applicants in writing. Preference will be given to applicants who have had an abstract accepted for presentation at the conference (either oral or poster). All applicants will be notified of the outcome within one week of the decision being finalised.

Dates: Application open and closing dates will be published on [Cancer Council WA WACOG webpage](#).

Application submission:

All applications must be submitted via the application form on the [Cancer Council WA WACOG webpage](#).

For any further information or queries, please email us at: wacog@cancerwa.asn.au