



Guidance and further information: Environmental Sustainability Grant

Regulations

1. The IPEM Environmental Sustainability Grant is open to Full members and Fellows who have been an IPEM member for at least 1 year prior to submitting the grant application.
2. The grant provides funds for attendance at a conference or course, relevant to environmental sustainability initiatives in Medical Physics and Clinical Engineering and wider healthcare.
3. The conference or course must benefit both the candidate and their host department.
4. The conference or course must relate to environmental sustainability in physics and engineering applied to medicine and biology.
5. Candidates must complete the application form.
6. Conference/Course attendance and/or travel should take place within 1 year of the grant.
7. The recipient of the grant will acknowledge financial support from IPEM in any conference presentation they give.
8. Upon completion of the course or training, the recipient must feedback to the Environmental Sustainability Group on the findings from the course or training.
9. Applications can be made at any time.
10. Up to £300 can be applied for.
11. Candidates are restricted to a total of 2 grants separated by a minimum of 5 years.
12. Successful applications will be funded until the budget for that year is used up.

Application

1. The following costs are allowable; economy travel making full use of advance tickets and lower carbon travel modes (eg public transport), accommodation, registration at a conference if relevant (with virtual/remote attendance encouraged). Subsistence costs (meals) are not provided.
2. The candidate should include a robust justification for attendance, and provide a letter of support from the Head of Department.
3. Fill in the form providing the following details
 - Details of the conference or course to be attended.
 - Brief details of the candidate's work.
 - An explanation of why attendance will benefit the candidate, which could include a description of the educational/professional development benefit and a description of any project work planned utilising the learning from the course.

Responsible Body: Professional Knowledge & Innovation

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- Signed statement from Head of Department that they support attendance, that the application benefits the applicant and the department (where appropriate).
 - Full breakdown of costs with details rather than estimated costs.
 - For conference attendance; appendices with a copy of the abstract and proof of abstract submission or acceptance.
4. The Professional Knowledge Officer will receive applications and send to the Professional Knowledge & Innovation Manager to make the decision concerning the grant. The Environmental Sustainability Group will be consulted during this process.
 5. The Professional Knowledge & Innovation Manager may seek advice from the Prizes & Awards Committee regarding the decision on the grant.
 6. The final decision of awarding the grant lies with the Prizes and Awards Committee.
 7. Successful applicants are expected to send a summary of the learning from the course or conference to the Environmental Sustainability Group, who will then decide how to appropriately disseminate this information.

Criteria against which the application will be assessed

1. Has a sufficient case been made that attendance will benefit both the candidate and the work of the IPEM Environmental Sustainability Group?
2. Is the Head of Department or equivalent supportive?
3. Is the funding justifiable and reasonable?