

FUNDS FOR EDUCATIONAL AND SCHOLARLY OPPORTUNITIES

The University of Vermont Larner College of Medicine (LCOM) Medical Student Funds for Educational and Scholarly Opportunities (FESO) program was established to award funds to students who meet certain criteria (see below) for travel to attend conferences, present scholarly projects, and participate in national or international educational opportunities. In providing this opportunity, our goal is to benefit LCOM and the education of our students, while maximizing the use of available funding to support travel for students seeking outside learning opportunities.

Applications for funding for extramural learning opportunities will be accepted on a rolling basis and must be submitted at least 2 months ahead of proposed travel. Applications that meet the following criteria will be reviewed and approved on a **rolling basis**:

- The student meets all criteria for a successful application as described below.
- The student is presenting their accepted work at a national/international or virtual conference, and/or the student is serving in a leadership role representing the Larner College of Medicine.

Awards in this category generally do not exceed \$750.

Applications not meeting the above criteria will be brought to the full FESO Committee for review and discussion (i.e. the student is not presenting work or serving in a leadership role but has a compelling reason for attending a national conference). Awards in this category generally do not exceed \$300.

The FESO committee will meet 4 times per year to review applications that do not meet the rolling-review criteria:

- Applications received by September 30 will be reviewed in mid-October
- Applications received by December 31 will be reviewed in mid-January
- Applications received by March 31 will be reviewed in mid-April
- Applications received by May 31 will be reviewed in mid-June

Travel support related to conference attendance, research, etc., that is tied to specific departments should first be considered by those departments or through other resources, however students can also apply through this competitive award process.

Students will comply with University policies for University sponsored student domestic and international travel. Students are **required** to adhere to University policy for insurance coverage when traveling on University sponsored business, and participate in the GoAbroad program for international travel.

Monetary awards for student travel are processed through the Disbursement Center following the University of Vermont's Payments to Students [policy](#). Funds are distributed as a reimbursement check to the student after travel has occurred. Students will be required to submit receipts upon their return in order to be reimbursed up to the amount of their award.

Upon completion of the event, prior to being reimbursed, students who are awarded FESO funding will be required to submit a debrief of the activity for which they were funded. This should include a brief description of why this was important for the student, why it was important for UVM LCOM, and any next steps. It should also include a 'deliverable' such as a slide deck, poster, 2-minute video, photo of the student at the event with a quote, etc. These will be shared with Medical Communications and used to thank donors and for promotional purposes.

Successful applications will meet the following **criteria**:

- Include a completed [application form](#)
- Include a clear and compelling rationale for the proposed activity, written by the student, as part of the application process (1/2 to 1 page in length)

- Describe how the educational experience will benefit the student's medical education.
- Describe efforts made to obtain funds from other sources.
Describe how the educational experience will benefit the Larner College of Medicine in areas of education, research, or service and how it will benefit other students and the Larner College of Medicine community.
- Include a supervising UVM LCOM faculty mentor who will assume both educational and supervisory responsibilities. Applicants **must** have a letter of support from their UVM faculty mentor explaining their supervisory role and support of the project.
- Must specify the duration, timing, and content of the educational experience.
- For International travel, must give evidence that there is local authority approval for where the experience is being conducted.
- Applications with an emphasis on scholarly activity in education, research, or service will be given priority.

Students who meet the above criteria and are either presenting accepted scholarly work or are serving in a leadership role on behalf of LCOM at a national conference will be awarded up to \$750 per scholarly activity. Students who are co-presenting must submit individual applications and disclose that the application is for a joint presentation.

Students requesting an application review outside of the above criteria should submit a letter with their request to the Committee administrator audree.frey@med.uvm.edu. Applications should be submitted as far in advance of travel as possible. Awards will ordinarily **not** be awarded retroactively for previous travel. Applicants will be notified if they are approved for funding within **two weeks** of the above committee schedule. **Students must be in good academic standing to apply for an Educational Opportunity Grant.**

***If your travel purpose should **change** for any reason (after you have submitted your application and/or have been approved for funding), please notify the Committee administrator audree.frey@med.uvm.edu. **The committee chair must review all changes.**