

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 students, while maximizing the use of available funding to support travel for students seeking outside learning opportunities.

Applications for funding for scholarly 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 criteria will be reviewed and approved on a **rolling basis**. Awards in this category do not exceed \$750 and typically do not support more than 2 days/nights of accommodations.

Applications not meeting the above criteria will be brought to the full FESO Committee for review and discussion on a quarterly basis (i.e. the student is not presenting work or serving in a leadership role but has a compelling reason for attending a national conference).

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 within 60 days of their return from travel 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 additional information. 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 student statement requesting funding for the proposed activity (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.
 - Must specify the duration, timing, and content of the educational experience.
- 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.
- 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. No more than \$750 will be awarded in total for a joint presentation with another student. Students will also not be awarded more than \$1,500 worth of FESO funding during their time at the Larner College of Medicine.

Students requesting an application review outside of the above criteria should submit a letter with their request to the Committee Administrator, [Caroline Wolf](#). Applications should be submitted as far in advance of travel as possible. Awards will **not** be awarded retroactively for previous travel. Applicants who meet criteria and approved for funding will be notified on a rolling basis. Applicants who don't meet criteria will be notified within two weeks of the above committee schedule. **Students must be in good academic standing to apply for an Educational and Scholarly 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](#). **The committee chair must review all changes.**

