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**Information on Applying for Professional Development Award**

### Objectives

The Professional Development awards areto allow established cancer researchers and cancer-care professionals (including nurses, radiotherapists, technologists etc.) to travel and participate in scientific meetings or advanced training programmes that will enhance their professional competence or extend their range of skills.

**Requirements**

The purpose of professional development awards is to allow personnel with a direct involvement in cancer care or cancer research to participate in activities (e.g. advanced study or training courses, conferences, clinic or laboratory visits) that will enhance their ability to contribute in the fields of cancer care or cancer research.  If attending a conference, a copy of the abstract of any paper or poster being presented should accompany the application. If the application is associated with a training course, or laboratory or clinic visit, then course acceptance documents or a letter of invitation should be supplied.

**Application**

## As stated under **Objectives** the Trust aims to assist a wide range of professionals working in the fields of cancer research, treatment and support. *Please use the section of the form appropriate to your needs*. Applications for funds will always exceed the amount available so funding rounds are managed on a competitive basis. Therefore, it is important that applications are well presented with clear objectives and relevant supporting information. It is important to describe how this award will contribute to your career development, and the benefits that your patients and/or colleagues will derive from it*.* It is likely that some applicants who are eligible for Trust support will be new to the art of grant preparation. Those without previous experience of applying for competitive funding are advised to seek the help and input of colleagues who are practised and successful grant writers.

Forms available from the Trust set out the information needed. Electronic application forms (in MS Word) can be obtained from [www.cancerresearchtrustnz.org.nz](http://www.cancerresearchtrustnz.org.nz). Please check the site for the March and August closing dates. An original with signatures plus twelve copies are required. **In addition, please submit an electronic copy of the form (in Word, not a PDF) to** [michelle.sullivan@crtnz.org.nz](mailto:michelle.sullivan@crtnz.org.nz)

**Reporting**

Recipients of Cancer Research Trust NZ Professional Development Awards are required to submit a report on their travel within 2 months of returning to New Zealand.

Completed and signed forms should be sent to:

##### **Dr Michelle Sullivan**

##### **General Manager**

##### **Cancer Research Trust NZ**

##### **34 Montmere Avenue**

##### **Te Atatu Peninsula**

##### **Auckland 0601**

##### **michelle.sullivan@crtnz.org.nz**