

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 must be submitted at least 2 months ahead of proposed travel and will be reviewed and approved by the FESO Committee on a quarterly basis. Awards will be determined and granted by the committee based on the budgetary needs of the travel opportunity and typically do not support more than 2 days/nights of accommodations.

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 can be awarded one FESO Award throughout their educational experience at the Larner College of Medicine.

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 related portions of the presentation to share such as a PowerPoint presentation of the slides or poster, a 2-minute video explaining the work presented, and/or a 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 (included on application form).
 - 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.

Applications that 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 reviewed by the FESO Committee. Students

who are co-presenting must submit individual applications and disclose that the application is for a joint presentation.

Applications should be submitted as far in advance of travel as possible. Awards will **not** be awarded retroactively for previous travel. **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.**

