

CIPHI Ontario Branch Conference Bursary Application Criteria

This bursary is to be used to supplement a CIPHI Ontario Branch member's funds to attend the annual CIPHI Ontario Branch Conference. One bursary will be provided annually. This bursary will cover the cost of a full registration (includes social night activities and President's Gala)

Criteria

- a) Applicant must be a member in good standing for two consecutive years prior to their application to receive the bursary.
- b) Priority will be given to applicants with significant contribution to the branch, institute or the field of environmental public health.
- c) Upon selection, the successful recipient must submit a 500 word report on their conference experience to the Ontario branch Membership Support and Engagement Councillor, for publication in the Ontario Branch News. This report must be received within 30 days following attendance at the conference.
- d) Recipients are not eligible to receive this bursary again for five years.

Application Process:

- a) Complete the attached application form and forward to the Ontario Branch Membership Support and Engagement Councillor.
- b) Provide supplemental information (no more than 1000 words) to address significant contribution to the branch/institute and professional profile in environmental public health. This can also include a recommendation or reference if desired.
- c) The Membership Committee and Membership Support and Engagement councillor will review the applications. Selected individuals will be presented to the Ontario Branch Executive council for final approval. Once successful candidates are selected, the Membership Support and Engagement Councillor will contact the winner(s) within 30 days of the branch conference.

Remittance of Bursary:

- a) The bursary will be awarded at the CIPHI Ontario Branch AGM and presented at the Awards luncheon during the Ontario Branch provincial conference.
- b) Prior to bursary remittance, proof of conference registration must be provided.
- c) The award recipient must submit a 500 word report on their conference experience and proof of payment to Ontario branch Membership Support and Engagement councillor within 30 days of the conference. **Note:** *This report will be published in the Ontario Branch News.*

Note: *Once the report and proof of attendance are received and approved by the CIPHI Ontario Branch Executive Council, a cheque will be issued to the award recipient within 30 days.*

CIPHI Ontario Branch Conference Bursary Application Form

Name:

Address:

Phone:

Email:

Health Unit or Place of Employment:

Are you a member in good standing for two years prior to this application?*

Yes No

**Note: This will be verified*

Supplemental Information:

In no more than 1000 words, please state your contributions to Environmental Public Health and provide details regarding the achievements you have made that would be considered "above and beyond" your normal course of work. You may provide testimonials or references in addition to your written contribution. *(Please attach to application)*

Remittance of bursary:

If selected as the recipient of this bursary, the following will be required within 30 days of attending the provincial conference:

- A 500 word report detailing your conference experience and learnings that will be included in the Ontario Branch News;
- Proof of conference registration

I understand the above requirements.

Name of Applicant:

Signature of Applicant:

Date:

Please forward completed application to Lori Collins, Membership Support and Engagement Councillor via email at membership@ciphi.on.ca.