

**BANTING & BEST DIABETES CENTRE, UNIVERSITY OF TORONTO
TRAINEE TRAVEL AWARD APPLICATION (2023/2024)**

APPLICATION SUBMISSION INSTRUCTIONS

Important: If submitting more than one abstract, please submit each abstract as a separate application package.

Email items 1 through 3 below to Sanam Tajadod at admin.bbdc@utoronto.ca as one PDF document in the order listed. Do not add security features to the PDF document such as password protection or document restrictions. The document should not exceed 10 MB in size.

- 1. A completed and signed application form**
- 2. Copy of the abstract submitted to the conference** (Maximum 4 pages. Abstract must include title, names of all authors and any figures or tables.)
- 3. A copy of the abstract acceptance letter if received.** If notification of abstract acceptance is not received before the Travel Award application deadline date, please submit the application form and abstract by the deadline date, then forward a copy of the acceptance letter as soon as it is received. If the abstract is not accepted for presentation, kindly notify Sanam Tajadod as soon as possible. In the event that the abstract is not accepted the application will be removed from consideration.

APPLICATION SUBMISSION DEADLINES

Period 1: For conferences occurring between July 1 and December 31, 2023 the deadline for receipt of applications is **4 p.m., October 3, 2023**. Late or incomplete applications will not be considered.

Period 2: For conferences occurring between January 1 and June 30, 2024 the deadline for receipt of applications is **4 p.m., April 16, 2024**. Late or incomplete applications will not be considered.

The BBDC will confirm all applications received by email. If you do not receive confirmation of application receipt, please send a separate email requesting confirmation.

Inquiries:

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 TRAINEE TRAVEL AWARD APPLICATION (2023/2024)**

FUNDING PERIOD (check one):

Period 1 – For conferences occurring between July 1 and December 31, 2023

Period 2 – For conferences occurring between January 1 and June 30, 2024 (Trainees who received a BBDC Travel Award in period 1 are not eligible to submit an application for period 2.)

TRAINEE'S LAST NAME	TRAINEE'S FIRST AND MIDDLE NAMES
COMPLETE MAILING ADDRESS:	DAYTIME PHONE #: E-MAIL:
STATUS AT THE TIME OF ABSTRACT SUBMISSION TO THE CONFERENCE (check one): REGISTERED, FULL-TIME U OF T GRADUATE, UNDERGRADUATE, OR MEDICAL STUDENT POST-DOCTORAL FELLOW (having received a PhD within the last 8 years) MEDICAL RESIDENT or CLINICAL FELLOW (having received an MD within the last 10 years)	
TITLE OF ABSTRACT:	
NAME, DATE AND LOCATION OF CONFERENCE. INDICATE IF ATTENDING VIRTUALLY OR IN PERSON:	
PRIMARY SUPERVISOR'S NAME:	
PRIMARY SUPERVISOR'S MAILING ADDRESS:	PHONE #: E-MAIL:
CO-SUPERVISOR'S NAME (if applicable):	
DECLARATION AND SIGNATURES (digital signatures are acceptable) I certify that the research conducted in the attached abstract was conducted by the trainee named on this application, and that the trainee is the first author. I certify that all the information provided in this application is true and complete in every respect. I have reviewed the terms and conditions and agree to abide by the regulations governing this award, if granted.	
Name of Trainee:	Name of Primary Supervisor:
Signature:	Signature:
Date:	Date: