1. PURPOSE AND SCOPE

This policy governs the awarding of the Poate Family Plastic & Reconstructive Surgery Travel Grant. It covers the application and selection criteria as well as the duration, frequency and conditions of the grant.

2. KEYWORDS

Poate, Plastic, Reconstructive, Travel, Grant

3. BODY OF POLICY

3.1. Background

The Poate Family Plastic and Reconstructive Surgery Travel Grant was established in September 2019 following a generous donation by Mr William James Poate FRACS, on behalf of his wife and family. Mr Poate is a retired Fellow, a foundation member of the Australian Society of Plastic Surgeons and one of the first seven plastic surgeons in Sydney, having obtained his Fellowship in 1962. He lives in the Sydney suburb of Seaforth.

Mr Poate was the first to establish a full-time plastic surgery service at a non-teaching peripheral public hospital at Hornsby in 1966, and was a keen early advocate of the development of breast reconstruction after mastectomy.

Mr Poate also established this Grant in memory of his father, Sir Hugh Raymond Guy Poate MVO, FRACS. Sir Hugh was a renowned thyroid surgeon and a former President of RACS (1945-1947), who died in 1961.

3.2. Objective

The objective of the Grant is to assist a Surgical Trainee to travel overseas to obtain further training and experience in the field of plastic and reconstructive surgery.

3.3. Eligibility Criteria

Applications for the Grant are open to Surgical Trainees who wish to obtain further plastic and reconstructive training and experience overseas.

Applicants to surgical training are also eligible to apply for a Grant in anticipation of their acceptance into the SET Program. They must be accepted into the SET Program by 1 August in the year prior to the commencement of the Grant in order to take up the award. This award is conditional upon the applicant being a permanent resident or citizen of Australia or New Zealand.

3.4. Selection Criteria

The applicant will be assessed for their abilities and experience, the merit of the proposed travel plan and the potential benefits to the individual, other surgeons and the community from the travel. Applicants will be ranked by two Members of the Australia and New Zealand Scholarship and Grant Committee (ANZSGC) based upon information provided in the application, supporting references and accompanying Curriculum Vitae.

3.5. Value of the Grant

Original issue: December 2019

PDSB

Version: 1

ANZ Scholarship & Grant Coordinator

Approval Date: December 2019

Review Date: December 2022
The value of the award is in Australian dollars. Prospective applicants should refer to the RACS website [www.surgeons.org/scholarships](http://www.surgeons.org/scholarships) for information on the current value of the award.

### 3.6. Funding Source

The award is funded from the income revenue derived from the Poate Family Plastic & Reconstructive Surgery Travel Grant corpus under the Foundation for Surgery.

### 3.7. Duration of the Grant

The award has a tenure of one year.

### 3.8. Frequency of the Grant

The award is to be offered annually subject to availability of funding and providing there is a worthy applicant.

### 3.9. Conditions of the Grant

The following conditions are based on the assessed and approved information supplied at the point of application. Any changes from those originally approved by RACS will require prior consent. To obtain this consent scholars are required to complete an amendment form available from RACS.

#### 3.9.1 Travel Program

a) Recipients must undertake the travel program as approved by RACS for the duration of the award.

b) The travel must have commenced before the end of the scholarship program year for which the award was offered.

c) Travel must not have commenced before the application closing date.

#### 3.9.2 Financial Arrangements

a) The recipient may engage in professional work for additional remuneration, including but not limited to clinical sessional work, teaching and consulting.

b) It is recommended that the recipient refers to a financial or tax advisor to ascertain the taxability of the award. General information about whether awards are exempt from income tax is available on the RACS website. Please go to [www.surgeons.org/scholarships/](http://www.surgeons.org/scholarships/) and see the FAQ section.

c) The award will be paid directly to the recipient prior to 1 March in the given year.

d) Award funds will only be paid on receipt of a valid tax invoice provided by the recipient upon request by RACS.

e) Payment will only be upheld if all other requirements outlined in the conditions of this policy are satisfied.

#### 3.9.3 Additional Scholarships/Fellowships/Awards

Approved By: PDSB  
Document Owner: ANZ Scholarship & Grant Coordinator  
Original issue: December 2019  
Version: 1  
Approval Date: December 2019  
Review Date: December 2022
Recipients may not hold two RACS awards simultaneously. However they may hold this award in conjunction with a non-RACS award.

3.9.4 Reporting

a) The recipient must provide RACS with a suitable report in the requested format on the travel/educational program undertaken as requested during December for submission by a specified date in January.

b) If the report is not received the recipient will be ineligible for any further financial assistance from RACS and may be required at the discretion of RACS to refund the award.

c) A copy of this report will be sent to ANZSGC and Mr Poate.

d) The ANZSGC reports recommendations, findings and outcomes to the Scholarships Monitoring and Evaluation Committee, which oversees the evaluation of the Scholarship Program.

e) Recipients are encouraged to present their findings and/or learnings at the annual meeting of the Surgical Research Society of Australasia and elsewhere.

f) Upon request, recipients must make themselves available to prepare an article for publishing in Surgical News on the completion of their award.

g) Applicable award recipients may be required to complete two Scholarship Evaluation Surveys upon request. The first will be requested upon completion of the award. The second will be requested about five years after completion of their award.

3.9.5 Ethics Approval

Where applicable, RACS must receive documentary evidence of ethical approval from the Ethics Committee of the Institution concerned to approve that the project conforms to the general principles set out in the NH&MRC “Statement on Human Experimentation”, the “Australian Code of Practice for the Care and Use of Animals for Scientific Purposes” and/or the Health Research Council of New Zealand HRC Research Ethics Guidelines.

3.9.6 Timing of Award

The commencement date for awards is 1 January each year.

3.9.7 Reapplication for the Award

Previous recipients are eligible to re-apply in subsequent years through the normal application channels and observing the advertised application deadlines and formats in competition with all applications.

3.9.8 Acknowledgements

RACS and the Foundation for Surgery must be acknowledged in any relevant correspondence, public announcement, advertising, publication, presentation or other
material relating to the award. The Foundation for Surgery logo must be included in all presentations relating to the award.

3.9.9 Publications and Patents

RACS must be notified of any publications as soon as practicable after acceptance by the journal, or patents arising from the award together with the results of any research that is to be commercially developed.

3.9.10 Acceptance of Offer

The scholar must complete and sign the Acceptance Form as acknowledgement of the above conditions, and return it to RACS before the date specified.

3.10. Privacy

Recipients should refer to the RACS Privacy Policy for information on how RACS may collect, store and disclose personal information.

3.11. Termination of the Award

RACS may, at its discretion for what is considered grave cause, suspend the tenure of an award for such time as is thought fit, or deprive a recipient of his/her award. From the date of either of these decisions, the entitlement to funding and other allowances shall cease.

Upon termination, monies already paid, and not duly expended, shall be refunded to RACS.

3.12. Administering Committee

ANZSGC administers the award.

4. ASSOCIATED DOCUMENTS

PRC: Travel Scholarships – General
FRM: Scholarship Program Amendment Form
DOC: Important General Conditions

Approver ANZ Scholarship and Grant Committee
Authoriser PDSB