

CSI support for local/regional meetings

Objectives

- to form links with regional immunology groups/ meetings to cross-brand, cross promote activities and better connect the Canadian Immunology community
- To increase in formalized CSI presence at meetings could encourage new membership

Eligibility

To be eligible for funding, applications must address all of the following five (5) objectives:

1. To disseminate high-quality research with an immunology theme. Research areas can be diverse and need not be entirely immunology-focused but should include a clear link to immunity at molecular, cellular, organismal, and/or clinical levels
2. To support a meeting, conference, mini-conference, symposium or public outreach event located in Canada or led by a CSI member(s). The lead applicant must be a CSI member
3. To foster networking and engagement between researchers and trainees
4. To support the attendance and participation of under-represented and marginalized scientists and trainees
5. To include a component for trainee poster and/or podium presentations and/or trainee awards/recognition

Terms of reference

- Deadline for submission is December 1st for meetings to be held during the following year.
- CSI will provide support to a maximum of \$1000/meeting. Eligible expenses include venue rental, food (alcoholic beverages are not eligible), travel costs and hosting of external speakers. For hosting speakers, airfare must be at the lowest possible excursion rate (economy class) and must be at an advanced purchase rate or equivalent.
- Support should include a named "CSI Trainee Award" in the amount of \$200. This award will also include a special mention in the following year's CSI annual meeting program.
- Successful applications are ineligible for funding in the subsequent 1-year period.

Funding

Depending on application pressure and funding available, reduced budgets or only student award support may be offered.

Application evaluation process

A committee representing our national membership will adjudicate the applications based on the criteria outlined in the application form. The spirit of this funding opportunity is that CSI will endeavor to fund as many applications as possible.

Contact

Inquires can be directed to:

info@csi-sci.ca

or

Mani Larjani, Committee Chair, CSI support for local/regional meetings
Professor, Molecular Biology and Biochemistry, Simon Fraser University

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Application Form

(maximum 1 page, single spaced with the following headings)

Section 1. Applicant(s) information:

CSI member _____ YES _____ NO

Section 2. Meeting information

A. Description of meeting

1. Name of meeting
2. Time of meeting
3. Venue
4. Objective and purpose

B. Address how the meeting aligns with each item of funding objectives and eligibility as listed below

- 1) To disseminate high-quality research with an immunology theme. Research areas can be diverse and need not be entirely immunology-focused but should include a clear link to immunity at the molecular, cellular, organismal and/or clinical levels
- 2) To support a meeting, conference, mini-conference or symposium located in Canada, or led primarily by CSI members
- 3) To foster networking and engagement between researchers and trainees
- 4) To support the attendance and participation of under-represented and marginalized scientists and trainees
- 5) To include a component of poster and/or podium presentation by trainees as well as awards/recognition for trainees

Section 3. Requested budget

Describe eligible expenses to be covered by CSI and how CSI support will be acknowledged at the meeting. Within the budget, \$200 must be designated for a student poster, presentation or travel award.

Supporting materials

- A. Department chair or meeting/event organizing committee chair signature (Required)
- B. Supporting documents from the venue, quotes, matching funds, etc. (Optional)

Post-event report

Following the event, a ½ page report must be submitted for inclusion in the CSI annual bulletin (<https://www.csi-sci.ca/Bulletins.html>). The report should include photos for inclusion in the bulletin (not included in the ½ page limit)

An expenditure breakdown (½ page) must be submitted to CSI. For instance, if funding was used for food, the food program would be sufficient.