2015 Professional Development Grants

The Department of Health and Human Services (the department) is pleased to be able to offer ten Victorian Simulation Professional Development Grants in 2015. Members of the Victorian simulation healthcare community are encouraged to apply for a Professional Development Grant to support attendance at a simulation conference or training opportunity in 2015.

Purpose

The 2015 Victorian Simulation Professional Development Grants will enable members of the simulation community to attend a conference or training opportunity of their choice in 2015. Support will be targeted towards members of the sector who would otherwise not have the opportunity to attend the nominated conference or training opportunity in 2015. Following conference or training attendance, successful applicants will be required to give a presentation at an appropriate time and setting, as determined by the department, on the outcomes of their attendance at the nominated conference or training.

Eligibility

The Victorian Simulation Professional Development Grants Panel will only consider applicants who satisfy all of the eligibility criteria.

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| Eligibility Criteria | |
|  | Applicants must be unable to secure alternative financial support to attend the nominated conference or training opportunity in 2015. |
|  | Applicants are required to have written support from their manager/supervisor to attend the nominated conference or training if they are successful in receiving a Victorian Simulation Professional Development Grant. |
|  | Applicants are required to be currently employed by a Victorian education or healthcare provider. |
|  | Applicants’ professional responsibilities must primarily include management, organisation and/or delivery of healthcare simulation. |

Funding amount

Ten Victorian Simulation Professional Development Grants will be offered on a competitive basis. Each grant will provide recipients with up to $1,000 to cover eligible expenses which include conference/training registration fees, accommodation and transport to/from the conference/training. Applicants should note that submission of an application does not guarantee a grant.

This Victorian Simulation Professional Development Grants are provided through funding made available by the Department of Health & Human Services, Victoria.

Selection criteria

De-identified applications will be assessed by the Victorian Simulation Professional Development Grants Panel, who will comprise members of the simulation community of practice and department representatives. In considering Victorian Simulation Professional Development Grant applications, the panel will take into account:

* the quality of the application
* the applicant’s professional experience within the simulation healthcare sector
* the reasons the applicant wishes to attend the nominated conference or training
* the relevance of the nominated conference or training for the simulation healthcare sector
* whether the applicant clearly demonstrates a lack of opportunity to access similar funding elsewhere
* the benefit attendance will provide to the applicant, their organisation and the simulation community.

How to apply

Applicants should check the eligibility criteria carefully before completing the Victorian Simulation Professional Development Grant Application Form.

Please be aware of the word limits for each response. Note that any text over the word limit will not be considered by the Victorian Simulation Professional Development Grant Panel.

The application form should be accompanied by your resume (in Word format) and submitted to [peopleinhealth@dhhs.vic.gov.au](mailto:peopleinhealth@dhhs.vic.gov.au) by the closing date.

**Applications close 5pm (AEST), Friday 8 May 2015.**

Payment of funds

It is anticipated that applicants will be advised on the outcome of their application during the week beginning 2 June 2015.

Employers of successful applicants will be required to invoice the department for the offered amount prior to 30 June 2015.

In the event that a successful applicant is no longer able to attend the nominated conference or training they must immediately notify the department via [peopleinhealth@dhhs.vic.gov.au](mailto:peopleinhealth@dhhs.vic.gov.au).