



Guidelines for Financial Grant Application

General Guidelines

1. Applications must be made on application forms supplied by the TNA Inc.
2. Applicants must be a current full member of the TNA Inc., and have been fully financial for at least one year at the time of application.
3. Applicants are not eligible for funding if they have received TNA Inc. funding in the last 2 years.
4. The TNA Inc. National Executive and all state branch presidents (or nominated proxies) will review funding requests twice each year. The dates for review will be set by the general executive 1 year in advance. The general executive decision is final and no discussion will be entered into.
5. The exact amount each individual will be awarded depends on the total funds available as per the National Treasurer's budget.

Preference Guidelines

1. Depending on demand, preference will be given to the following applications:
 - Members presenting a paper or poster at a TNA conference;
 - Members presenting a paper or poster at other transplant related conferences;
 - Members attending the National TNA conference;
 - Members attending other transplant related conferences.
2. Research applications are considered outside the above preferences. (please refer to research application form and guidelines)
3. Preference will be given to active TNA members who have demonstrated one or more of the following:
 - Attendance at state and national meetings;
 - Participation on committees and working parties;
 - Acted as TNA Hospital representative.

Application Guidelines

1. If applying for conference / education grants, the application must include:
 - a copy of the conference program;
 - travel itinerary;
 - estimated cost of flights;
 - two different costs of accomodation.
2. A maximum limit of \$2,500 will apply for educational funding applications.

Acceptance Guidelines

1. If funding is accepted by the applicant, the applicant must comply with the conditions agreed to by the TNA and the applicant. A contract is required to be signed by the applicant at the time of acceptance.
2. You will be required to make a contribution to the TNA membership in the form of a report or journal article for the Transplant Nurses' Journal on receipt of funding.
3. Funding may be terminated or withdrawn by the TNA executive if the recipient fails to comply with the agreed conditions.
4. The recipient/s may withdraw or terminate the scholarship contract at any time provided funds are returned in full. If funding is not returned, removal of membership will ensue and legal action for recovery of funds will be taken.

State Branch Endorsement

State branch endorsement will be sought to confirm membership and professional activities within the area of transplantation and the TNA Inc.