

SCHOLARSHIPS PROCEDURE



SEXUAL
HEALTH
SOCIETY
OF QUEENSLAND

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Sexual Health Society of Queensland

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1 SHSQ Scholarships

1.1 BACKGROUND

Since its inception, the Sexual Health Society of Queensland (SHSQ) has offered scholarships in line with its objective to advance scientific, medical, and psycho-sexual knowledge in the provision of sexual health services, and the promotion of sexual health in Queensland.

1.2 ELIGIBILITY CRITERIA FOR ALL SCHOLARSHIPS

Applicants must:

- be either a financial member of SHSQ for at least one (1) year or a student member for at least one (1) year;
- declare any financial sponsorship or bursary from any other organisation(s);
- estimate travel and accommodation costs by the least expensive and appropriate means;
- attest to the accuracy of their application for the scholarship and have their supervisor, if applicable, endorse their application;
- notify the SHSQ secretary of any changes to their circumstances (e.g. funding received from another organisation); and
- recuse themselves from any decision-making activities associated with allocation of SHSQ scholarship funds.

Applicants found to submit false or misleading applications will be referred to the SHSQ Management Committee and may be ineligible for subsequent assistance and risk possible expulsion from the SHSQ.

Note: Each scholarship has additional criteria outlined below.

1.3 ALLOCATION OF FUNDING FOR SCHOLARSHIPS PER FINANCIAL YEAR

Prior to 1 November of each year, the SHSQ Management Committee confirms the budget for scholarships, based on funding available to the Society.

1.4 APPLICATION

Applications are open from 1 November to 31 March. The Management Committee will define the application process and develop the application form.

1.5 DECISION MAKING

Scholarship applications are reviewed by the SHSQ Management Committee. Each application will be considered based on: the applicant's financial need; previous funding received from SHSQ; location of professional practice; professional reach; and other criteria that the Management Committee may develop. It is the committee's prerogative to publicly publish some, or all, of the criteria used for decision making.

The Management Committee will consider the membership status of the applicant. In general, each scholarship type will only be issued to one (1) student per year.

The Management Committee will manage conflicts of interest in decision making as defined in *SHSQ Committee Roles and Responsibilities*.

The decision of the Management Committee on the allocation of funds will be released before 15 May each year and is final. No follow-up correspondence will be accepted.

1.6 PAYMENT

The successful applicant will receive the funds via Electronic Funds Transfer when the SHSQ Treasurer receives the receipts for registration and/or travel costs.

2 SHSQ Conference Scholarships

2.1 PURPOSE

To provide financial assistance to SHSQ members to attend a conferences and workshops related to the Society's objectives. The quantity and value of Conference Scholarships may differ from year to year, based on the scholarship budget, at the discretion of the Management Committee.

2.2 ELIGIBILITY CRITERIA

In addition to the common criteria, applicants must plan to attend a conference or workshop that relates to the SHSQ objectives (see the [SHSQ constitution](#)).

2.3 CONDITIONS ON SUCCESSFUL SCHOLARSHIP RECIPIENT

The successful applicant can choose to either:

- submit a brief conference overview as a written report (approx. 1500 words) within one month of returning from the conference

OR

- provide a brief conference overview as a live presentation to members at an SHSQ clinical meeting

3 Clinical Meeting Scholarships

3.1 PURPOSE

To provide financial assistance towards the flight and accommodation costs for SHSQ members who do not reside in the location of the clinical meeting and/or AGM. The quantity and value of Clinical

Meeting Scholarships may differ from year to year, based on the scholarship budget, at the discretion of the Management Committee.

3.2 ELIGIBILITY CRITERIA

In addition to the common criteria, applicants must reside at least 200km from the meeting location.

4 Far North Queensland Registered Nurses Scholarship¹

4.1 BACKGROUND AND PURPOSE

In 2017, on the dissolution of the Far North Queensland Community & Practice Nurse Association (FNQ CAPNA), the FNQ CAPNA financial members donated remaining funds (\$13 756.65) to SHSQ. The purpose of this donation was to create a scholarship to support attendance for one (1) FNQ registered nurse per year to attend the annual ASHM Joint Australasian HIV&AIDS and Sexual Health Conferences (up to \$1200).

4.2 ELIGIBILITY CRITERIA

In addition to the common criteria, applicants must be a registered nurse working in FNQ².

4.3 APPLICATION

The application must include:

- evidence of work in FNQ
- a description of the current role
- how attendance at the conference will enhance and develop knowledge or skills in relation to work

4.4 ALLOCATION OF SCHOLARSHIP

Up to \$1200 may be awarded per financial year (July-June). Unused scholarship funds do not roll over to the subsequent year. In years where registration fees are lower (i.e. when the conferences are virtual), the Management Committee may choose to allocate scholarships in smaller denominations totalling \$1200.

¹ Criteria and procedure based on the Deed of Agreement (FNQ RN Scholarship) between Far North Queensland Community and Practice Nurse Association (FNQ CAPNA) and Sexual Health Society of Queensland (SHSQ).

² For the purposes of this scholarship, FNQ is defined in line with the CAPNA Constitution current at time of the FNQ CAPNA closure as an area including Tully, and north of latitude 17.93337 degrees south and inclusive of Karumba and east of longitude 140 degree 10.08 minutes east.

4.5 CONDITIONS OF FUNDING

The successful applicant can choose to either:

- Submit a brief conference overview as a written report (1500 words) within one month of returning from the conference

OR

- Provide a brief conference overview as a live presentation to members at an SHSQ clinical meeting.

Approved by

SHSQ Management Committee May 2022