

Travel Award – Organization for the Study of Sex Differences (OSSD) Annual Meeting 2024

Instructions to apply:

1. Review the application instructions on the IGH website.
2. Complete and sign the [Applicant Consent Form](#).
3. Get a [CIHR PIN](#) to be included in the application form, if not done already.
4. Complete and sign this application form.
5. Assemble the accompanying documents (list included at the end of this application form).
6. Compile all documents into a single PDF and save in the following format:
LastNameFirstName_OSSD2024_TravelApplication.pdf.
7. Email the full application (forms and accompanying documents) to IGH-ISFH@cihr-irsc.gc.ca before **February 2, 2024 at 11:59 PM PST** with the subject line “Travel Awards OSSD 2024”. Applications submitted after this deadline will not be accepted.

CIHR-IGH Travel Award Application Form

1. Applicant Information

a) Full name

b) Affiliated institution (where you are enrolled as a trainee)

c) Email

d) Phone

e) Institution Paid (where the funds will be sent)

f) Current [trainee](#) status

- Master's
- Doctoral
- Postdoctoral fellow
- Post-health professional degree fellow
- Other. Please specify:

g) CIHR PIN

2. Research project information

a) Project title

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b) Authors and affiliation

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3. Budget (anticipated expenses)

a) Flight information and cost estimate

The meeting will take place at the Radisson Blu Royal Hotel from May 6th to May 9th 2024 in Bergen, Norway. Please plan your flights accordingly.

City and airport code to Bergen (BGO)	
City and airport code from Bergen	
Flights total estimate (lowest economy fare)	

b) Ground transportation estimate

Ground transportation includes:

- 1) Travel to and from the applicant's home in Canada and the airport, and
- 2) Travel to and from the Bergen airport to the location of your accommodation.

Ground transportation estimate	
Description:	

c) Accommodations

Please note that shared accommodation is encouraged

Accommodations total estimate (up to \$1,000)	
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d) Per diem for meals

Meals during transit to and from Bergen and meals not included with the conference (up to \$250)	
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e) OSSD trainee registration and abstract submission costs

Registration costs to attend the meeting and costs to submit an abstract (up to \$500)	
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f) Other costs, including:

- a. Poster printing costs (up to \$150)
- b. Childcare costs (if needed, up to \$50 per day)

Other costs	
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Description:

g) Other sources of funding

Please outline any other sources of funding that you have received or have applied for that could cover or partially cover your expenses to the OSSD 2024 Meeting:
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Grand total estimate:	
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4. Additional information and applicant signature

Full name and title, and affiliated institute of research supervisor

Research supervisor email

Applicant full name (trainee)

Applicant signature

Signature	Date

5. Accompanying documents (List)

1. **A copy of the [abstract that will be submitted to the OSSD 2024 Meeting](#).** Abstracts must adhere to the format requested by OSSD.
2. **Certificate of completion for one of the sex and gender training modules.** The applicant must submit a certificate of completion for one of the three [online sex and gender training modules](#) developed by IGH. Applicants should complete the module(s) that is most relevant to their research.
3. **Applicant’s CV** (maximum 4 pages, Arial 11 point) including educational institutions and degrees earned, a list of the most relevant publications, abstract and conference presentations, awards, recognitions, leadership experience and outreach activities. Any additional relevant information to show the applicant’s leadership in the field of sex and gender science can also be included.
4. **Applicant’s letter of motivation** (maximum 1 page, Arial 11 point). The applicant must provide a letter of motivation outlining:
 - How attending and presenting at the OSSD 2024 Meeting will advance their career in sex and gender science

- How their research presentation may contribute to the relevant research community, organizations, stakeholders and health research in Canada.
5. **Applicant's statement on EDI** (maximum ½ page, Arial 11 point) that apply to the application. EDI-informed considerations may involve one or more of the following:
- Integrating sex and/or gender as an integral part of the research design, methods, analysis and data reporting (e.g., SGBA+ analysis);
 - Research [respectfully involving and engaging Indigenous communities](#) (TCPS 2 Chapter 9);
 - Research topic, application of the research;
 - The living experience and/or community engagement of the applicant, and other considerations.
6. **Research supervisor letter of support**, signed on institutional letterhead from the applicant's primary supervisor that explicitly states:
- Their consent for submission of the Travel Award application;
 - That they agree the applicant may travel to and present their findings at OSSD 2024 Meeting; and
 - The strength of the candidate.