

Institute of Medical Ethics Institutional Grants 2018-19 Guidelines for applicants

1. Institutional grants are made to benefit UK medical students by supporting meetings or other activities of which medical ethics is a substantial component.
2. The main criterion for awarding grants will be that the activity promotes understanding of ethical issues related to health care.
3. We are particularly keen to support events that foster links between institutions and across disciplinary and professional divides.
4. Grants of up to £500 will be awarded. This may be exceeded in exceptional circumstances.
5. If the applicant is a student, application must be made jointly with a member of staff.
6. Applications must include:
 - i) A completed application form.
 - ii) A statement outlining the activity
 - iii) A proposed programme of your conference/meeting/debate
7. We are able to consider funding basic refreshments (ie tea, coffee, soft drinks & biscuits). If you wish to include basic refreshments in your application, please supply a breakdown in your budget.
8. Applications can be made throughout the year. ***Please note: Applications should be submitted at least 30 working days before the event to ensure we have sufficient time for processing. Whilst we will endeavour to consider applications outside of this timescale, we are unable to guarantee acceptance.***
We aim to inform you of the outcome within 4 weeks of the application being received.
9. We are unable to accept handwritten applications.
10. **Please note that only applications which strictly adhere to these guidelines will be considered.**
11. Please send all documents by email to contact@instituteofmedicalethics.org with copy to: lorraine@instituteofmedicalethics.org. ***Please note: Once we have received your application, we will send you a confirmation email – if you do not receive a confirmation email within one week, please telephone us on 01925 299733 to check your application has been received.***

12. If your application is successful you will receive the prize money by electronic bank transfer. Successful applicants will be sent IME promotional material for distribution at the event. We would appreciate you liaising with the IME office in relation to this matter.
13. A report of the meeting in no more than 750 words should be sent to the IME by email within 6 weeks of the meeting. ***Please ensure that the report gives numbers of attendees at the event.***
14. If you have any queries please contact If you have any queries please contact us on 01925 299733 or contact@instituteofmedicalethics.org

Reviewed: September 2018