

## **Founders' Fund Awards Continuing Education Awards Medical Laboratory Technologists**

*The Founders' Fund was developed in honour of the outstanding contributions made to medical laboratory technology and medical laboratory services in Canada by the following distinguished members of the CSMLS.*

*Frank J. Elliott – a charter member and first President of the CSMLS*

*William J. Deadman, Pathologist – a charter member of the CSMLS*

*Ileen Kemp – the first Executive Secretary of the CSMLS*

*Denys R. Lock – a charter member of the CSMLS*

*\*Robert Tellier – founding member of the Quebec Branch of the CSMLS and  
The Quebec Corporation of Medical Technologists.*

*Harold Amy – a long-time member of the CSMLS Board of Directors and a  
Recognized expert in hemostasis.*

*Awards are available for continuing education that updates knowledge or skills or advances the member's career in medical laboratory science. Applicants may be granted up to \$500 at the discretion of the Grants & Scholarships Committee.*

### **Application Deadlines**

April 1 (for action at the June meeting)  
October 1 (for action at the December meeting)

*\*An award is specifically designated for members to take French language continuing education programs in medical laboratory technology*

## Award Guidelines

1. Applicant must be a certified or affiliate member in good standing for the last five years. A recent graduate must be a member since graduation.
  2. Applicants who have received an award within the past **three years** will only be considered at the end of the year, if monies are available.
  3. Applications must be received prior to the completion of the activity.
  4. Participation at Congress does not qualify for a Founders' Fund Award.
  5. The application form must be completed fully, and where appropriate, additional supporting information must accompany the application.
  6. The eligibility of applicants and the granting of awards shall be determined by the Grants & Scholarships Committee. All decisions are final.
  7. Each applicant will be advised of the decision of the Grants & Scholarships Committee. The award will be paid upon successful completion of the course/activity and submission of appropriate documentation\*, which must be submitted no later than three months following completion.
- If required documentation is not received within the stated time frame, the award will not be paid.**
- \* Appropriate documentation includes: financial receipts, evidence of successful completion where applicable, and a short article suitable for publishing in CJMLS, describing the activity which the Founders' Fund supported.
  8. A member may only be considered for one Grants & Scholarship Award per year.
  9. Members of the CSMLS Board of Directors and staff and their immediate families are not eligible for this award.
  10. A Founders' Fund Award may be taxable. A T4A Income Tax Slip will be issued in the year an award is paid. Please refer to Canada Revenue Agency Publication P105 – Students and Income Tax ([www.cra.gc.ca](http://www.cra.gc.ca)). Any tax implication is the responsibility of the applicant.

**Application for Founders' Fund Award  
Medical Laboratory Technologist**

Essential Information

- Please see attached fact sheet for terms of reference
- Your application must be submitted before the course or research project ends
- All sections must be completed (A to E)
- Applicants may only apply for one award for any given course or research project
- Applicants must submit calendar description of course and evidence of fee structure
- Applicants for award for research must submit outline of research project and letter of acceptance from ART exam panel

Miss  Mrs.  Ms.  Mr.

A. CSMLS I.D.# \_\_\_\_\_  
SOCIAL INSURANCE # \_\_\_\_\_

\_\_\_\_\_  
Family Name First Name Middle Name

MAILING ADDRESS: \_\_\_\_\_

\_\_\_\_\_  
Postal Code

Telephone No. \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Work  Home

- B. Provide information about your award request** (Applicant must submit calendar description of course and evidence of fee structure or outline of research project.)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
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Please attach additional information necessary to support your request

Date(s) of expected activity: From \_\_\_\_\_ to \_\_\_\_\_

**C. Please provide any additional information to aid the Committees decision:**

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**D. Course Fees/Project Budget Detail** \$ \_\_\_\_\_  
 (do not include text books/course material)

Deduct: funds received from other sources -\$ \_\_\_\_\_

TOTAL \$ \_\_\_\_\_

**E. Have you received a previous award from the Founders' Fund - Medical Laboratory Technologist within the last three years?**    Yes     No

If yes, your application will be reviewed at the last committee meeting, if any funds are available.

*I certify that the above information is accurate.*

**Signature of applicant:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Have you followed the instructions at the top of page one of this application form and provided all the information requested? *Failure to do this will cause your application to be returned to you.***

<b>FOR CSMLS USE ONLY</b>		Designation	
Date received	Acknowledged <input type="checkbox"/>	Status check <input type="checkbox"/>	Date
Date of committee meeting	Decision		Total amount \$
Proof of satisfactory documentation received		Date of payment	

Please email [norahl@csmls.org](mailto:norahl@csmls.org) or call Norah, ext. 8688, if you have any questions regarding this application.