**Grant Application Form
Attendance at 16th African Society of Paediatric and Adolescent Endocrinology Congress
20 & 21 February 2025, Abidjan, Côte d’Ivoire**

In order to share knowledge about Prader-Willi syndrome (PWS) around the world, IPWSO is delighted to offer a limited number of travel scholarships, up to US$750 each, to medical professionals who wish to attend the 16th ASPAE Congress to be held in Abidjan, Côte d’Ivoire, on 20 and 21 February 2025.

The expectation of the fellowship is that successful applicants will use the knowledge gained to help people with PWS in their country/region.

Successful applicants must be willing to be publicly identified by IPWSO and any potential funder as having received the fellowship (e.g., on websites and in various publications).

Applicants must also be willing to prepare a brief report which IPWSO and any partner funder may make public, within 3 months of the end of the conference.

Priority will be given to applicants who:

* Intend to submit an abstract that relates to Prader-Willi syndrome (either directly or indirectly) for the 16th ASPAE Congress;
* have previously worked with patients with PWS;
* express a real interest in developing their own knowledge of PWS and raising awareness of the syndrome amongst other professionals e.g. by holding a continuous professional development activity focussed on PWS;
* work in Africa;
* have not previously received funding from IPWSO.

Applications will be assessed in terms of:

* quality of the abstract;
* applicants’ experience of supporting people with PWS;
* applicants’ plans to continue to support people with PWS after the workshop/conference concludes;
* the importance of providing support in this country/region.

The closing date for the receipt of applications is **17:00 (UK time) on 15 December 2024**. The successful applicant/s will be chosen by the IPWSO Grant Committee whose decision will be final. Both successful and unsuccessful applicants will be informed by IPWSO in collaboration with ASPAE as early as possible.

**To apply, please submit a completed application form by email to** **nmcnairney@ipwso.org**.

All applications must be in English, and costs quoted in US$. IPWSO reserves the right to exclude applications that are incomplete or not in English. Please ensure you have purchased trave/health insurance. IPWSO cannot be held liable for eventualities that might occur during your travel or stay during the conference. For any queries regarding this application please contact nmcnairney@ipwso.org

**Applicant details**

Name:

Profession:

Email Address:

Telephone Number:

Address:

Region / Country:

ASPAE – Membership Number:

*Please ensure you are a paid-up ASAPE Member before submitting your application*.

Have you submitted an abstract to 16th ASPAE Congress? Yes No

If yes, please attach your abstract to this application form. We will not use your abstract for any purpose other than as part of the selection criteria for the Congress.

Briefly describe how much information and what services are available to people with PWS and their families in your country/region, and the numbers diagnosed with the syndrome (if known).

Briefly describe any previous work you have done/are doing to support people with PWS.

How will your attendance at this conference benefit people with PWS in your country/region?

Are you able to hold a Continuous Professional Development activity to raise awareness of PWS

 with your colleagues?

 Yes No

Have you received funding from IPWSO before? Yes No

If yes, please provide details.

IPWSO is committed to taking the environmental impact of projects into consideration when awarding grants. What considerations are you able to take? (For example, consideration of your travel options and/or efforts of any vendors’ that you are using to reduce environmental impact).

**Provide detailed information on each cost associated with the event for which funding is being sought from IPWSO.** For example, list accommodation costs separately to travel costs. Note that IPWSO cannot be held responsible for additional costs incurred after a proposal is approved nor for bank charges made by the applicant’s bank. **Please do not include registration fees as ASPAE will cover these directly if your application if is successful.**

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| **Item**  | **Description** | **Unit Cost in USD** | **Total Cost in USD** |
|  |  |  |  |
| **TRAVEL/TRANSPORTATION** |  |  |  |
| **ACCOMMODATION** |  |  |  |
| **TRAVEL INSURANCE** |  |  |  |
| **VISA** |  |  |  |
| **OTHER** |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  | **GRAND TOTAL** |  |
|  |

**Reimbursements will be made once receipts for expenditure(s) have been received.**

*The International Prader-Willi Syndrome Organisation (IPWSO) is a Charitable Incorporated Organisation (CIO) registered with the Charity Commission of England and Wales. Registered Charity Number 1182873*