

2025 Metrex CaviWipes Canada Scholarships

Applications must be made online through

www.ipac-canada.org

DEADLINE FOR APPLICATIONS: February 14, 2025

Applicants are reminded that funding for educational events are often available from their professional bodies, employer professional development funds, and other sources.

1. GOAL

To provide financial assistance to eligible IPAC Canada members in the form of a scholarship to attend the 2025 Infection Prevention and Control Canada (IPAC Canada)/Prévention et Contrôle des Infections Canada (PCI Canada) annual national conference (the ‘conference’). The 2025 conference will be in-person in Winnipeg, Manitoba and virtual (June 1-4, 2025). This scholarship is for in-person attendance only.

This scholarship is available for Novice members (less than 2 years experience in IPAC).

2. OBJECTIVES

- 1) To select from the IPAC Canada membership, those applicants who:
 - a) Are eligible for financial assistance based on the criteria set out in Section 1.4 herein.
 - b) Have participated in the applicable local IPAC Canada Chapter (the “Chapter”).
 - c) Have not received an award, scholarship or bursary through IPAC Canada within the past 5 years at the time of the application deadline.
 - d) Have been members of IPAC Canada for a minimum of six (6) months at the time of the application deadline.
 - e) Are an active Infection Prevention and Control Professional or allied IPAC support and will be employed in that role at the time of the conference.

3. POLICY

- 1) The scholarship is for in-person attendance only.
- 2) Scholarship applicants must be Novice members (i.e. less than 2 years experience in IPAC).
- 3) The maximum amount granted to each Recipient (as defined below) in 2025 is twenty-five hundred dollars (\$2,500 CAD) for attendance at the in-person conference.
- 4) Expenses eligible for reimbursement are travel and accommodation. Complimentary registration (Sunday through Wednesday) is provided to successful applicants (not including special events).
- 5) Successful applicants will be provided with a discount code to be used when registering.
 - (2.1) The expenses eligible for reimbursement are:
 - a) Hotel (at the Conference rate) – maximum of \$260 (including taxes) per night to a maximum of three (3) nights, including all taxes (see conference rate at <https://ipac-canada.org/ipac-canada-annual-conference.php>)
 - b) Travel to the Conference (lowest possible refundable airfare), plus taxes. Taxi or Shuttle to/from airport to venue.
 - c) Meals, snacks and liquor will not be reimbursed. Agency fees, seat selection fees, change fees, and excess baggage charges are not reimbursed
- 6) Applications must be submitted by 2359 hours Eastern February 14, 2025.. **No extension to the deadline date will be provided.**
- 7) Applications are to be submitted by forwarding the application form and other required documents to info@ipac-canada.org. Email title: 2025 Metrex CaviWipes Canada Scholarships. No other format will be accepted.
- 8) The criteria for eligibility, as set out in the section “Criteria for Evaluating Eligibility”, will be applied to requests for funding.
- 9) All records of funding requests and awards will be kept by the Membership Services Office for a period of seven (7) years.

- 10) Any disputes related to financial assistance should be presented in writing to the Executive Director of IPAC Canada. The Executive Director will investigate the dispute and will issue a decision relating to such dispute. A second appeal may be made to the Executive Board of IPAC Canada through the Executive Director. The decision of the Executive Board will be binding on the parties to the dispute.
- 11) Current IPAC Canada Board members are not eligible for funding.
- 12) Completion of the application online is evidence that the applicant agrees to have their name and a summary of the project/initiative published in a format to be decided at a later time.

4. CRITERIA FOR EVALUATING ELIGIBILITY

- 1) Applications must be submitted by February 14, 2025.. **No extension to the deadline date will be provided.**
- 2) Forms 47A, 47B, and 47C must be completed and uploaded to the online application.
- 3) All sections of the application must be completed and all required/supporting documentation must be attached. Pdf documents are preferred. Applicants must ensure that all documents are attached to the application. **Completeness of applications will be a consideration. If there are any issues with the submission, please contact IPAC Canada at info@ipac-canada.org or 1-866-999-7111.**
- 4) The IPAC Canada Board, in its sole discretion, shall select the award recipients from the applicants.
- 5) The Board will seek a geographically diverse list of award winners.
- 6) No member may receive any award, scholarship or bursary from IPAC Canada more than once in any five consecutive years at the time of the application deadline.
- 7) The criteria will be reviewed annually by the IPAC Canada Board.