



Dr. Kim E. Hong Endowment Fund PROGRAM GUIDELINES

PURPOSE

This fund was established by friends, patients and colleagues of Dr. Kim E. Hong in recognition of his outstanding contribution to the treatment and care of cancer patients and their families throughout Newfoundland and Labrador. Dr. Hong is a strong proponent of continuing professional education. It is in keeping with this philosophy that an award and scholarship program has been established to enhance the knowledge and education of the staff (exclusive of physicians) of the Dr. H. Bliss Murphy Cancer Centre and affiliated cancer programs or individuals pursuing a career in oncology in Newfoundland and Labrador.

AWARD

An annual award from this fund will be made to a minimum of two (2) staff persons to attend a national or international conference in the individual's area of expertise up to a maximum of \$3,000.

SCHOLARSHIP

An academic annual scholarship(s) up to \$3,500 will be awarded to a minimum of two (2) staff or students pursuing advanced academic studies in their professional discipline on a full-time or part-time basis from a recognized degree-granting institute. Applicants must be residents of Newfoundland and Labrador.

CRITERIA

AWARD

Applicants to the Dr. Kim E. Hong Endowment Fund must meet the following criteria in order to be considered for this award:

1. A staff member employed by the Dr. H. Bliss Murphy Cancer Centre or affiliated cancer program consecutively for no less than three (3) years.
2. The candidate will be a member in good standing with their professional association, e.g. Canadian Association of Medical and Radiation Technologists (CAMRT); Association of Registered Nurses of Newfoundland and Labrador and the Canadian Association of Nurses in Oncology (ARNNL/CANO).
3. Program/Conference must be relevant to candidate's position.
4. The committee will not consider reimbursement for conferences/sessions already attended and/or paid for.
5. Applicant must include a plan for sharing information/knowledge obtained through participation in program/conference with other employees as part of the application process, which must be approved by the Selection Committee.

SCHOLARSHIP

The candidate must:

1. Be enrolled in a program of study related to oncology at a recognized university.
2. Have achieved satisfactory performance of 75 percent as demonstrated by an official university transcript (B, B+ average).
3. Provide two written references - one academic and one professional.
4. Provide a biographical sketch outlining personal attributes and strengths and the reasons why he/she is interested in the field of oncology.
5. Provide a total estimated cost breakdown for the program of study.
6. Be employed or will be employed in Newfoundland and Labrador in cancer care.
7. Must be a resident of Newfoundland and Labrador for a minimum of three (3) years.

APPLICATION PROCESS

Information and applications for the Dr. Kim E. Hong Endowment Fund will be available through the **Dr. H. Bliss Murphy Cancer Care Foundation**.

NOTIFICATION OF AWARDS AND SCHOLARSHIPS

The Dr. H. Bliss Murphy Cancer Care Foundation will notify all successful and non-successful applicants to the Dr. Kim E. Hong Endowment Fund within one week of the Selection Committee decision.



Dr. H. Bliss Murphy
Cancer Care Foundation
building hope together

Dr. Kim E. Hong Endowment Fund AWARD APPLICATION

PART I: (To Be Completed By Applicant)

Name: _____ Position/Title: _____

Department: _____ Telephone: _____

Years in service with the Dr. H. Bliss Murphy Cancer Centre or affiliated cancer programs: _____

Time in present position: _____ Employment Status: _____

Convention/workshop applying for (please attach brochure or website information): _____

Location: _____ Date: _____

Relevance to your position: _____

Detailed summary for sharing information/knowledge gained (limit - one page): _____

Professional Association: _____ License/Membership #: _____

COST BREAKDOWN

Travel	\$ _____
Accommodations	\$ _____
Meals	\$ _____
Registration Fee	\$ _____
Other (specify)	\$ _____
Estimated Total Cost	\$ _____

Signature: _____ Date: _____

SUBMIT TO:

Dr. Kim E. Hong Endowment Fund Committee
Dr. H. Bliss Murphy Cancer Care Foundation
Dr. H. Bliss Murphy Cancer Centre, Room 2005

PART II: (To Be Completed By Dr. Kim E. Hong Endowment Fund Committee)

Recommended: _____ Not Recommended: _____

Comments: _____

Chairperson

Date

APPLICATION DEADLINE: MAY 26, 2017