

TERMS OF REFERENCE

Portfolio:	Finance and Support Services	Ref No.	TOR-4101
Department:	Foundation for Surgery		
Title:	Damian McMahon Trauma Research Travel Grant for Trainees Corpus		

1. PURPOSE AND SCOPE

This policy governs the management of funds held in the Damian McMahon Trauma Research Travel Grant for Trainees Corpus (the Corpus) which is administered by RACS Foundation for Surgery in collaboration with the RACS Trauma Committee. It establishes the value, frequency and conditions of fund withdrawals.

2. KEYWORDS

Damian McMahon, trauma paper prize, Trainee, Annual Scientific Congress, grant, trauma

3. BODY OF POLICY

3.1. Background

The Damien McMahon Trauma Research Travel Grant for Trainees (the Grant), established in 2014, is awarded to the best trauma research paper delivered by a Trainee at the Annual Scientific Congress (ASC). The eligibility of entrants for the ASC abstract competition is managed by Conference and Events together with the convener of the Trauma program. The Trauma Committee is responsible for the governance of the Grant including selection process and award presentation.

The successful applicant is entitled to present at the next American College of Surgeons Committees on Trauma (Region XVI) meeting which is held annually in the Asia-Pacific region.

The prize is named in honour of Damian McMahon, FRACS (18 December 1958 – 19 July 2012). Dr McMahon was an integral and influential member of the RACS Trauma Committee, Chair of the Trauma Verification Sub-Committee and a passionate educator of Trainees, especially in the area of trauma.

The bi-national Trauma Committee supports research into the causes, prevention and management of trauma. The aim of the competition is to encourage Trainees to undertake research into trauma.

3.2. Management of the Corpus

The Foundation for Surgery will administer the fund, in line with the usual RACS investment corpus policies and procedures. Interest from the Fund is available for any use as deemed appropriate by the Trauma Committee.

The account will be audited as part of the annual accounts audit each year.

3.3. Accessing the funds

Written application to withdraw from the Corpus (namely to award the ASC best trauma research paper) must be made from the Trauma Committee to the Finance Manager via foundation@surgeons.org and will be reviewed and approved in accordance with delegated authorities.

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3.4. Financial Reporting

Finance and Support Services will maintain a dedicated account to administer and report on the Corpus. A financial statement will be forwarded to the Trauma Committee by the Foundation for Surgery on a bi-annual basis.

3.5. Conditions for withdrawal

At least 21 days written notice must be given to the Foundation for Surgery by the Trauma Committee for the fund approval request disbursement.

The withdrawal amount will be limited to the available interest on funds as at the date of the request. Subject to approval from the Foundation for Surgery, the Trauma Committee may request to draw down from capital funds.

Funds will only be disbursed to the nominated bank account details of the winner of the ASC best trauma paper as nominated by the Trauma Committee as advised in writing to the Foundation for Surgery prior to the remittance of funds.

4. ASSOCIATED DOCUMENTS

Damian McMahon Trauma Research Travel Grant Procedure - Fellowship Engagement Portfolio

Approver Foundation for Surgery Committee
Authoriser Council

Approved By: EGM Finance and Support Services
Document Owner: Foundation for Surgery

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