

Applications open: Mon 22 July 2024 | Applications close: Fri 16 August 2024

These grants are made possible thanks to the generous donors and sponsors of the Epworth Medical Foundation

Grant Overview

Guest speaker grants are available to support Teams, Departments and VMO's to fund experts in their field to come to Epworth and share their expertise on a particular topic that will educate and inspire our workforce. Topics are expected to encourage staff to review the way we currently deliver services and engage diverse groups. Presentations by the guest speaker may be virtual or in person. Up to \$20,000 is available for each application.

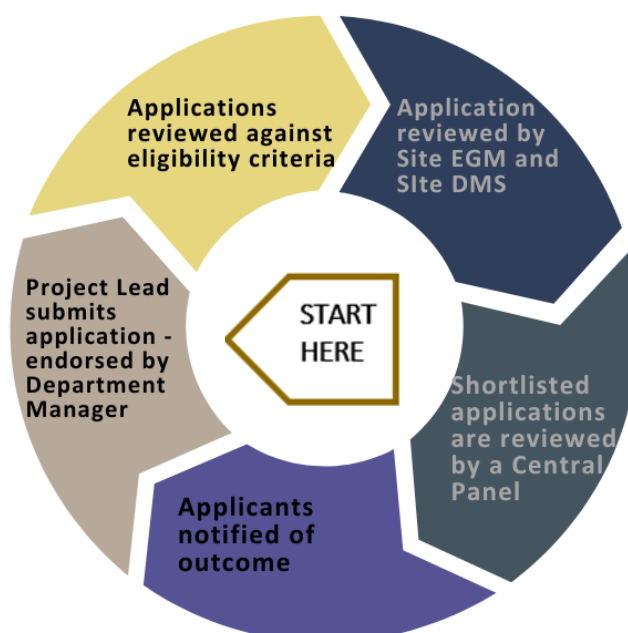
Eligibility Criteria

Any individual or group within Epworth, who meets the following criteria can apply for a Guest Speaker Grant.

| Employees | VMOs |
|---|--|
| Employed in a permanent ongoing role or have a minimum of 2 years remaining on contract | Minimum appointment of 12 months |
| Minimum length of service of 12 months as at application closing date | Primary private practice at Epworth |
| No performance management or attendance management concerns at the time of application | No practice restrictions, disclosures or breaches of the By-laws in the past 12 months |

Application Process

- > Each application must have a nominated Project Lead.
- > The Project Lead will be responsible to manage the application process and grant management.
- > Additional Project Members can be added in the application form.
- > The Project Lead will be asked to represent the group in the selection process.



Selection Panel

The selection panel are responsible for the shortlisting and interview process.

The panel is made up of the **Executive Director** Epworth Medical Foundation & Brand, **Chief Operating Officer** Hospitals (or delegate) and **Executive Director** People & Culture.



Application Requirements

Project Lead will must complete and submit the application form. The application form will require:

| | |
|--|--------------------------------------|
| Details of Guest Speaker(s) (including CV) | Benefit to Epworth |
| Overview of proposed activity | Budget |
| Anticipated audience | Details of Project Lead (that's you) |

| Expense permitted | |
|---|---|
| Flights (preference for premium economy) | Speaker fee |
| Accommodation | Airport transfers |
| Speaker per diem | Catering |
| Venue hire (preference to host at Epworth location) | Promotion |
| Expenses not permitted | |
| Project Lead's time to plan and manage the presentation/training session. | Employees time to attend the presentation/training session. |

Selection Criteria

| Criteria | Weighting |
|--|-----------|
| Strategic Alignment The area of learning supports one of Epworth's four strategic pillars or areas of clinical service delivery | 25% |
| Impact on patients and/or organisation Knowledge gained in this area will improve the service and delivery of care to Epworth patients; improve operational productivity, improve efficiency and cost effectiveness; improve our competitive advantage; deliver better outcomes. | 25% |
| Suitability of Expert Expert has a strong reputation nationally and/or internationally including experience in providing education and training. | 25% |
| Multi-disciplinary and/or multi-speciality and/or multi-site collaboration Project seeks to provide opportunities across the Epworth group | 15% |
| Experience in Project/Program Management Demonstrated ability to manage execution of grant | 10% |

Important Dates

| Activity | Date |
|--|-----------------------------------|
| Applications Open | Monday 22 July 2024 |
| Applications Close | Friday 16 August 2024 |
| Outcomes advised | November 2024 |
| Mackenzie Dinner - Award Presentation* | Tuesday 26 November 2024 |
| Grant Activity Period | 1 January 2025 – 31 December 2025 |

*if you are successful, you are required to attend the Mackenzie Dinner to accept the award.

For all enquiries contact:

Grants & Scholarships Manager, Epworth Medical Foundation

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