

The International Research Group on Wood Protection

IRG/WP 03-60177

Conditions of the Ron Cockcroft Award scheme (RCA)

1. The RCA is a merit-based programme to promote international awareness of developments in research in wood protection, by providing assistance towards travel and accommodation costs to selected persons enabling them to participate in IRG conferences.
2. The RCA is intended primarily to assist post-graduate research students and active younger scientists, who, for financial reasons might otherwise be unable to attend an IRG conference. It is available to members and non-members.
3. An RCA can only be granted once. No present or former members of any IRG Committee may apply for the RCA.
4. RCA applications shall be submitted by the individual Applicant to the Secretariat by the 15 December prior to the conference, using the application form available from the Secretariat (See Appendix). It is preferable to use the interactive form available on the IRG web site, www.irg-wp.com.
5. As part of the application, the Applicant must give a clear description, including an abstract, of their intended paper/presentation.
6. Applications must be supported by two sponsor letters. Normally these should come from IRG Members. One of the sponsor letters must come from an organisation other than that of the Applicant. The RCA Scheme is intended to be merit-based, so sponsors letters must clearly describe the qualifications of the Applicant. The value of his/her work, and present explicit reasons why the Applicant should be granted an Award. Sponsors shall not sponsor more than 2 Applicants for any meeting. Members of the RCA Committee, the President and Secretary-General are excluded from acting as sponsors for Applicants.
7. Fully valid applications received at the Secretariat by 15 December prior to the conference will be accorded priority when considered by the RCA Committee. It is the Applicants' responsibility to ensure letters of Sponsorship are received at the Secretariat by the 15 December. An application will only be considered fully valid if the sponsors' letters of support are received by 15 December.
8. There is no limit on the number of Applicants allowed from the same department of an Organisation or Institution in the same year. However, multiple awards to a single Institution will only be granted after due regard to the merit of the applications and to a fair and equitable distribution of awards amongst different Institutions taking into account the limits of the RCA budget available in any one year.

9. Recipients of an Award are expected to present a paper on their work in wood protection at the IRG Conference for which the Award is made and are expected to participate throughout the whole Conference for which they received their Award.
10. Decisions on the granting of any Award will be made by an Award Committee consisting of the immediate Past-President of IRG and the Vice-President. All decisions are final.
11. Applicants will be informed of the results of the Award Committee by the Secretary-General normally by 1 March prior to the Conference. Applicants must confirm acceptance within two weeks after notification, i.e. normally by 15 March, to the Secretariat.
12. Awards are not intended to cover the full costs of attending the relevant IRG Conference. Applicants are expected to seek assistance from other sources, which may include a contribution from personal resources. Under exceptional circumstances the total costs may be awarded but at present the total will not exceed SEK 15 000 (SEK=Swedish Kronor). The Award comprises support for travel and accommodation and additionally all registration and attendance fees as well as documents.
13. Awards are made on condition that the recipient is accommodated for a maximum of 6 nights at the most economical room rate. When deciding the size of the Award, the costs of travel and subsistence en route to and from the Conference are taken into account and these will be limited to those essential for the most direct travel routes.
14. The amount of IRG funds available for Awards each year is proposed by the Finance Committee and decided by the Executive Council for final ratification by the Plenary Meeting. The funds for the RCA Scheme shall be held by the IRG Secretariat in a specific account. Special contributions can be added unconditionally to the RCA Fund. If the annual allocation is not completely used in any one year, the balance will be retained in the RCA Account. Accounts of all monies received and expended will be maintained by the IRG Secretariat and a financial report will be submitted yearly to the Finance Committee.
15. All recipients of an RCA will receive a Certificate presented at the Conference confirming their Award, which is presented at the Conference for which the Award was made.

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Application form for the Ron Cockcroft Award (RCA)

Read Document IRG/WP 03-60177 and the following instructions before you fill out this form.

The application form should be completed in English. Write clearly and distinctly. Answer all questions on the application form concisely even if the answer is provided in an attachment. It is essential to observe the **deadline of 15 December**.

Personal information

Family name _____ First name _____

Gender male female

Position _____

Citizenship _____ Year of birth _____

Address of current place of work or study including name of organisation, university, firm etc

Organisation _____

E-mail _____ Telephone _____ Fax _____

Education

Specify degrees, diplomas etc. Enclose copies of relevant documents.

Degree 1 _____ Date _____

Institution _____

Degree 2 _____ Date _____

Institution _____

Degree 3 _____ Date _____

Institution _____

Professional experience relevant to this application

Publications

List of your relevant publications (if any)

Intended conference presentation

Title _____

An abstract shall be attached.

What do you think is the scientific impact of your research?

Planned budget (in US Dollars or Euros)

	US \$/€
Travel (air, train etc)_____	_____
Accommodation_____	_____
Food (meal plan)_____	_____
Miscellaneous_____	_____
Total expenses	_____

Proposed funding

Amount requested from RCA	_____
Funds from the Institute or other sources	_____
Personal contribution	_____
Total funding support	_____

Sponsors

Names of two present IRG members who have been asked to sponsor the application by **sending letters of reference directly to the IRG Secretariat** . They must be in a position to judge your qualifications for the RCA.

NB: One of them must come from an institute other than your own.

1. _____
2. _____

It is your responsibility to ensure sponsors letters on your behalf arrive at the Secretariat before 15 December.

I hereby certify that I have read and accepted the conditions and that the statements given in this application are true.

Signature

Date

Please send the application form to arrive not later than 15 December to:

**IRG Secretariat
SE-100 44 STOCKHOLM, Sweden
Fax: +46 8 10 80 81
E-mail: irg@sp.se**