



*Application for*

**CTSI SPONSORSHIP FOR  
Symposia, Workshops, and Conferences**

Applicable to all CTSI Partner Institutions

**DEADLINES**

Symposia applications are accepted year-round; however, funds are limited.

*Please note that you will be submitting through the Indiana CTSI's new grants management software WebCAMP. Please allow enough time to be familiar with a new system.*

*The WebCAMP user's guide is also available under the funding announcement here:  
<https://www.indianactsi.org/funding/all-open-rfps/>*

## INFORMATION FOR APPLICANTS

### General

The overall mission of the CTSI is “To increase translational biomedical research and improve the health of the people of Indiana and beyond.” The CTSI symposium, conference and workshop funding program is intended to facilitate sharing of ideas and findings in face-to-face discussion environments. The proposed symposium should include a translational research focus.\*

The CTSI symposium program is specifically established to support presentation of new information to researchers in the Indiana CTSI that will establish research connections and lead to new research communication forums and ongoing collaborations. The application should describe how the proposed symposium will meet these goals. The application will be peer reviewed by the CTSI director and select faculty and up to \$1500 may be awarded.

### Who May Apply

**IUSM:** All full-time faculty, regardless of tenure status, having a primary appointment as Assistant Professor or Assistant Scientist and above, are eligible to apply. This eligibility includes those faculty appointed as part-time Assistant Professor or above, if they are geographically full-time. Faculty in visiting ranks are not eligible for funding.

**IUB/IUPUI:** All tenured or tenure-track faculty at or above the Assistant Professor level; faculty at all levels of the Scientist or Scholar tracks.

**Purdue:** All tenured or tenure-track West Lafayette faculty at or above the Assistant Professor level; all research professors; all clinical faculty.

**Notre Dame:** All tenure-track research and special professional faculty.

### Application Guidelines

1. The CTSI has acquired a limited set of IU, Purdue and Notre Dame funds to facilitate sharing of ideas and findings in face-to-face discussion environments that provide new information to researchers and facilitate research connections and communications.
2. Awards may be made toward support for scientific symposia with a translational component. The symposium must be led in part by full-time faculty (Assistant Professor or Assistant Scientist or above) and CTSI funded programs are not eligible for this award.
3. The application will be reviewed by the CTSI Director and select institutional staff and faculty. Awards of up to \$1500 may be made.
4. *Awards may not be made to support refreshments or entertainment.* Symposium funding must comply with the institutional sponsorships and memberships policies.
5. Reporting commitment as required by Indiana CTSI Tracking and Evaluation must be confirmed upon award.

### Application Process

1. The application is downloadable from [CTSI Symposium website link](#)
2. Submit the application, along with the proposed Symposium evaluation form and a letter of support through the Indiana CTSI grants management system via the “**Start a submission**” link on the website here: [CTSI Symposium website link](#)

For questions regarding scope or review of the proposal, please contact:

**Indiana CTSI 317-278-2822 / [icreate@iu.edu](mailto:icreate@iu.edu) or**

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