

## **Title: Aesculapian Society Initiative Grants (ASIGs)**

Originally Written: May 16, 2018

By: Alex Kiciak ('20)

Last edited date: October 31, 2018

Last edit by: Claire Moura

### **Background**

The Aesculapian Society Initiative Grants (ASIGs) are awarded semi-annually in the Fall and Winter terms.

### **Eligibility/Assessment criteria (at least one of):**

1. Enhancement of the educational experience of Queen's University medical students.
2. Enhancement of student wellness
3. Enhancement of your local or regional community
4. Potential for sustainability
5. Practicality and level of planning invested in the proposal

### **Bonus Criteria for Assessment:**

1. Proposals from otherwise underrepresented areas of student wellness, education, or community outreach.
2. Proposed projects that address a new or underserved area of Aesculapian Society/Queen's Medicine priorities.
3. Proposals that have sought out and/or secured funding from additional sources outside of the Student Initiatives Grant to support their project.

### **Terms & Conditions:**

1. The Aesculapian Society/Queen's Medicine cannot support events that involve alcohol or gambling.
2. All submissions will be assessed at **two** application deadlines: **early November (Fall ASIGs) and early February (Winter ASIGs)**.
3. Approximately 60% of the annual funding will be allotted at the Fall ASIG deadline, and 40% will be allotted at the Winter ASIG deadline.
4. Application review and final decisions will be made in the 2 weeks following the application deadline.
5. Funds for accepted projects will be disbursed within the subsequent 4 weeks from the completion of the project, upon receipt of a project progress update/summary (250 words).
6. Original receipts must be provided for all expenditures associated with funds covered by an award.
7. The Aesculapian Society supports activities that involve students from faculties and disciplines outside of Queen's Medicine – however, applications for funding should come from Aesculapian Society members, and must outline the role of Queen's Medicine and the Aesculapian Society as a primary contributor to the project.

8. The Aesculapian Society will grant retroactive funding for projects within the current academic year upon presentation of receipts. Expenditures without corresponding receipts will not be reimbursed. **Receipts must be submitted to the Aesculapian Society Treasurer by May 31 of the academic year.**
9. If funds are granted for a project and not utilized within these deadlines without notification or request for re-allotment **2 months prior** to the receipt deadline, the applicants will be **barred from applying** for any subsequent awards for one calendar year (i.e. two application cycles).
10. Submissions will be evaluated using the above criteria by a committee composed of five (5) Aesculapian Society Officers (VP Finance [chair], President, Treasurer, Equity Officer, and Student Initiatives and Research Liaison) and up to two (2) general members currently not serving as AS Officers from the student body.