

# IAFP Travel Award for State or Local Health or State Agricultural Department Employees

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**Objective:** To provide travel funds for state or local health or state agricultural department employees (epidemiologists, food and molecular microbiologists, and environmental health specialists) working in the United States to attend the Annual Meeting of the International Association for Food Protection and to encourage participation in association activities.

*For the 2012 program year, it is our pleasure to support the travel of up to four qualified health or agricultural department employees to attend IAFP 2012, to be held July 22–25 in Providence, Rhode Island. This award is supported through a generous contribution by Marler Clark, LLP, PS to the IAFP Foundation.*

**Application Deadline: February 28, 2012**

## Criteria for Applicants

- Have a demonstrated interest in and commitment to food safety and public health
- Hold employment in a state or local health or agricultural department in the United States
- Submit an application package (four-page maximum) by **February 28, 2012**, that includes:
  - 1) **Completed Travel Award Application Form**
  - 2) **Statement of Interest** (one page maximum) explaining:
    - Your specific area of interest in food safety and quality
    - Your career accomplishments (or aspirations)
    - Why you wish to attend the IAFP Annual Meeting
  - 3) **Letter of recommendation or support** (one page) from a department head or co-worker (*cannot be from a current IAFP Board Member*)
  - 4) **Additional information** to include (optional; one page maximum):
    - Schools attended
    - Involvement in local IAFP Affiliate
    - List of awards, honors, etc. received
    - List of travel grants and scholarships received
    - Other relevant supporting materials

## Additional Information for Application

- An acknowledgment of receipt of complete application will be sent via E-mail from IAFP shortly after receipt.
- Applicants will be notified of the final decision no later than **April 2, 2012**.
- Previous recipients of this travel award are eligible to re-apply after two years.
- IAFP Membership is not required.
- Applications must be submitted as **ONE electronic file** (four page maximum) as Microsoft Word or PDF attachments. Separate files submitted or applications received by mail will not be accepted. Applications may be sent electronically to the IAFP office at: **info@foodprotection.org** or by fax at: **+1 515.276.8655**.

## Travel Guidelines

### Recipient Responsibilities

- Travel award is not transferable to another colleague.
- Recipient will be responsible for making economy-fare airline travel arrangements. Recipient will book airfare one to two months before the meeting to ensure the lowest economy fare available. *Please plan to arrive in time for attendance at the 5:30 p.m. Welcome Reception on Saturday, July 21.*
- Receipts for airfare, transfers, and meals should be submitted to IAFP for reimbursement after completion of travel. Detailed instructions will be provided.
- Recipient is asked to submit a written summary of their experiences at the Annual Meeting by August 31 for publication in *Food Protection Trends*.

### IAFP Responsibilities

- Total award for recipient shall not exceed \$2,500 in U.S. funds.
- IAFP 2012 registration will be paid directly by IAFP.
- Hotel reservation (for single or double occupancy) will be made and paid directly by IAFP. The reservation will be made in the recipient's name for arrival on Saturday, July 21 with departure on Thursday, July 26.

*Questions regarding the reimbursement policy for the IAFP Travel Award should be directed to David Tharp, Executive Director.*