

**Terms of Reference  
Awards Committee  
Updated June 2017**

**Role**

The role of the Awards Committee is to evaluate candidates standing for consideration of awards and to select and announce appropriate award winners.

**Responsibilities**

The key responsibilities of this committee include:

- Organize and assure fair selection and evaluation of award candidates
- Maintain and update, as necessary, the awards evaluation criteria
- Resolve any disputes or complaints related to the evaluation and selection processes
- Assure clear transmission of all information related to awards (announcements, criteria, winners) on the Society Web page and through direct communications with members
- Announce and/or present the awards as required at the International Congress
- To report annually to the ISPGR board on the Awards process

**Committee Composition and Responsibilities**

This committee will comprise

- A member of the ISPGR Board who will serve as the chair
- An additional member of the ISPGR Board who will serve as the co-chair
- 15-20 ISPGR members in good standing, whose roles will be determined by the Chair (s)

**Meeting Frequency**

The Committee will generally meet at least two times per congress cycle. The recipients of the Promising Scientist Award (PSA), Emerging Scientist Award (ESA) and Travel Award will be determined within 2 months after the close of the deadline. Meetings pertaining to awards determined ahead of congress will be conducted online or by conference call. Face-to-face meeting(s) will take place at the congress to prepare for evaluation of presentations and selection of awards at the congress. These meetings must take place prior to the closing session of the conference when the winners are announced.

**Remuneration**

Members of this committee will serve in a volunteer basis.

**Term and Succession**

The Chair will serve for one Congress cycle and will be succeeded by the Co-Chair for the subsequent Congress cycle. Members at large can serve for a maximum of 2 Congress cycles, with a minimum of 1/2 of the committee turning over for each Congress cycle.

*\* as of June 2017 the ISPGR awards include:*

- *Promising Scientist Award*
- *Emerging Scientist Award*
- *Travel Award(s)*
- *Aftab Patla Innovation Awards (1 clinical and 1 basic science student posters)*
- *Best Poster Award for Postdoctoral Fellows (1 clinical and 1 basic science postdoc posters)*
- *Best Talk by a Trainee (student or postdoctoral fellow)*

*Funding support from NDI, for the Aftab Patla Innovation Awards is confirmed through the 2017 congress. ISPGR self-funds the other Awards. Number and level of support for each award is subject to availability of funds.*