



International
Pharmaceutical
Students' Federation

Development Fund Booklet



Background

The main aim of the IPSF Development Fund is to give each and every pharmacy student an equal opportunity to fully participate in IPSF activities. This opportunity is also intended to help students promote IPSF within their schools of pharmacy and countries. Currently, the IPSF Development Fund Committee releases a total of **5 grants per year** :

Associations/Organisation level

Membership grant
Project grant

Members level

World Congress event grant
Regional Symposia event grant
Student Exchange Program grant

Refer to the calendar at the end of the booklet for the dates.

Who are we?

The IPSF Development Fund (DF) Committee for the 2020-2021 mandate consists of three members from three different countries, the Development Fund Coordinator who chairs the committee, and the IPSF Treasurer who supervises the activities of the committee.

What do we do?

The DF Committee:

- Handles the entire process of awarding grants. This will further be discussed in the next section.
- Informs all members about available grants, focusing on their importance to associations and individuals.
- Is responsible for ensuring objective and unbiased grant application evaluation .
- Communicates with other committees that are involved in certain grants (for example, the Student Exchange Committee for the Student Exchange Grant).

Basic process of grant release and awarding

STEP 01

The DF Coordinator sends the application to IPSF Contact Persons, IPSF team, and IPSF Executive Committee with a deadline. The application document includes details about the grant and any additional document that may be required.

The DF Coordinator:

- Organises and double-checks applications.
 - Shares applications with the members of the committee.
- The DF committee evaluates all applications by following guidelines* specifically for each grant.

STEP 02

STEP 03

The DF Coordinator replies to all applicants and informs them that they have either received the grant or not.

With the exception of some grants, reimbursement is done after the event has ended and the report has been submitted to the DF committee.

STEP 04

* Guidelines take multiple factors into consideration, including but not limited to the United Nations and the World Bank country ranking.

Associations/Organisation level grants

We offer 2 different Organisation level grants during one IPSF term (October 2020 to October 2021). The DF Committee will financially assist members in paying for their annual membership fee and support them in implementing an IPSF campaign or project.

1 Membership Grant

a. Aim:

This grant is designed to financially assist organisations in paying for their annual IPSF membership fee. The awarded grant will cover the IPSF Annual Membership Fee 2020-21. By receiving this grant, an organisation will have a budget better suited to organise IPSF campaigns and events in the following year.

b. Budget:

The awarded grants will fully cover membership fee of the member organisations.

c. Qualifications:

Applicants must:

- i. Be either a Full Member or a Member in Association of IPSF.
- ii. Represent a **low or lower middle income country** (as defined by the World Bank list of Economies). The full list may be found here:
<http://data.worldbank.org/about/country-classifications/country-and-lending-groups>
- iii. Have tried to obtain sponsorship to meet some of the cost of the membership fee.
- iv. Have held IPSF membership for at least one full year previously.
- v. Organise an IPSF campaign, project, or event in the 12 months following receipt of the grant.
- vi. Submit an article to the IPSF News Bulletin or IPSF Newsletter detailing an IPSF activity held by the member organisation. The IPSF Student Exchange Programme (unless this will be the first year that the particular country has hosted a SEP student) or attending an IPSF event outside of the member organisation's country does NOT fulfill the requirements of the IPSF event.
- vii. A member organisation may only receive a Development Fund membership grant two out of every three years.

d. Relevant dates:

- a. Release date: December 15th, 2020
- b. Deadline: January 15th, 2021
- c. Results: February 15th, 2021

2 Project Grant

a. Aim:

This grant is designed to financially assist an association in implementing an IPSF campaign or project.

b. Budget:

The awarded grant will cover financial expenses incurred in the implementation of IPSF Projects.

c. Qualifications:

Applicants must:

- i. Be of benefit to the members of the organisation and/or members of the public.
- ii. Be collaborative and begin/strengthen professional relationships with an allied national/international health, professional or patient organisation and IPSF.
- iii. Be relevant to a concurrent IPSF campaign.

d. Relevant dates:

a. Release date: June 1st, 2021

b. Deadline: July 1st, 2021

c. Results: August 1st, 2021

Priority will be given to:

- Applicants who are from low or lower middle income countries (as defined by the World Bank).
- Applicants who are from developing countries (as defined by the United Nations).
- Projects that incorporate collaboration with allied national, international, patient, or other health-related organisations.
- Projects that are based on current IPSF campaign initiatives.



Members grants

We offer 3 different members grants during one IPSF term (October 2020 to October 2021). The DF Committee will financially assist members in attending a congress, regional symposia or in taking part in the Student Exchange Program (SEP).

1 World Congress Grant

a. Aim:

This grant is designed to financially assist a pharmacy student with limited financial resources in participating in World Congress, the largest international event for pharmacy and pharmaceutical science students and recent graduates. This grant is given to a student to allow him or her to promote IPSF in their home country on returning from IPSF events.

b. Budget:

The grant will fully cover registration fees of the World Congress 2021 in the Republic of Korea.

c. Qualifications:

- i. Be currently studying for their pharmacy degree or a recent graduate (up to four years after the date of their graduation).
- ii. Be an IPSF member through an IPSF Member Organisation (Full Member or Member in Association) or as an Individual Member.

d. Relevant dates:

- a. Release date: February 1st, 2021
- b. Deadline: March 1st, 2021
- c. Results: March 25th, 2021

Priority will be given to:

- Are from low-and lower-middle income countries as defined by the World Bank,
- Have served IPSF as a Contact Person, Student Exchange Officer, subcommittee member, or contributed in some other way,
- Are in their final year of studies,
- Will be attending an IPSF event for the first time and/or are the only representatives from their country.



② Regional Symposia Event Grant

a. Aim:

The grant will allow a pharmacy student with limited financial resources an opportunity to participate in a regional event, and will cover the registration fee. This opportunity is also intended to help students promote IPSF within their schools of pharmacy and countries.

b. Budget:

The grant will fully cover registration fees of a Regional Symposium.

c. Qualifications:

- i. Be currently studying for their pharmacy degree or a recent graduate (up to four years after the date of their graduation).
- ii. Be an IPSF member through an IPSF Member Organisation (Full Member or Member in Association) or as an Individual Member.

d. Relevant dates:

a. Release date: March 15th, 2021

b. Deadline: April 15th, 2021

c. Results: May 15th, 2021

Priority will be given to:

- Are from low-and lower-middle income countries as defined by the World Bank,
- Have served IPSF as a Contact Person, Student Exchange Officer, subcommittee member, or contributed in some other way,
- Are in their final year of studies,
- Will be attending an IPSF event for the first time and/or are the only representatives from their country.

3 Student Exchange Program Grant

a. Aim:

This grant is designed to financially assist an individual in participating in the Student Exchange Programme to learn about pharmacy education, research, and practice outside their home nations. Through the Student Exchange Programme, more than 900 students worldwide receive the opportunity of working in community, hospital, industrial, administrative, or academic pharmacy sectors in other countries.

b. Budget:

The grants awarded will cover travel expenses. If the actual costs incurred are less than the awarded grant, only the amount of the actual costs will be paid.

c. Qualifications:

- i. Be currently studying for their pharmacy degree or a recent graduate (up to four years after the date of their graduation).
- ii. Be an IPSF member through an IPSF Member Organization (Full Member or Member in Association) or as an Individual Member.

d. Relevant dates:

- a. Release date: May 1st, 2021
- b. Deadline: June 1st, 2021
- c. Results: July 1st, 2021

For applicants participating in Winter SEP (October-March), they may only apply for the grant after their Student Exchange Application Form is either marked as placed or successful in the SEP database.

For applicants participating in Summer SEP (April-September), they may only apply for the grant after their Student Exchange Application Form is marked as placed in the SEP database.

Priority will be given to:

- Are in their final year of studies
- Have not received a SEP grant before
- Send a detailed and transparent application
- Have a well-structured motivation letter and valid arguments



Calendar

1

Membership Grant

 Release Date: *December 15*

 Deadline: *January 15*

2

Event Grant - WC

 Release Date: *February 1*

 Deadline: *March 1*

3

Event Grant - Regional Symposia

 Release Date: *March 15*

 Deadline: *April 15*

4

SEP Grant

 Release Date: *May 1*

 Deadline: *June 1*

5

Project Grant

 Release Date: *June 1*

 Deadline: *July 1*

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