

UEG Activity Grants – Contribution to Live Educational or Scientific Events (up to € 25,000 per event)

Criteria for applicants and selection process

1. Preamble

We offer contribution to the cost of live educational or scientific events held in 2024 and organised by one or jointly by more than one UEG Member Society or in conjunction with Common Interest Groups, to promote our multidisciplinary field. UEG wishes to enable scientific and educational projects in digestive health that meet high quality standards, address gap and minority topics, and where additional financial support of UEG is required. UEG assumes that stand alone congresses and regular postgraduate activities of our Member Societies are organized independently. However, symposia or workshops which are organized in conjunction with (before or after) an annual regular event may qualify for this UEG support. To qualify these symposia may not be organized on the same dates as the regular event and a separate programme must be conducted.

2. Conditions for applications

- The proposal must contain an educational or scientific programme (onsite/hybrid meeting, course, workshop, symposium or other event)
- The lead applicant must be a UEG Member Society (both Ordinary and National Members). Preference will be given to events supported and co-organized by more than one Member Society. Co-applications with Common Interest Groups are encouraged.
- The event must take place in 2024.
- Event language is English. Events in other languages or simultaneous translation cannot be funded.
- Only one event per lead Member Society can be supported per year.
- Significant co-funding by other sources is expected. Proposals with UEG as the only funding source cannot be accepted.

- The lead applicant must provide the completed application form, including a draft program with location, date, and faculty names and the budget. The use of templates for application form and budget is compulsory.
- An application for CME accreditation must be made for all educational events. Be aware that application for UEMS EACCME credits must be submitted 14-16 weeks prior to the start of the event at eaccme.uems.eu.
- Application must be submitted min. 3 months prior to the start date of the event.

3. Review Process and Criteria

Proposals for the support of live educational or scientific events are peer-reviewed by the UEG Executive Committee and additional reviewers as deemed necessary. The educational or scientific value, faculty composition (gender, age and regional diversity), focus on gap and minority topics (as opposed to regular congresses and postgraduate courses), overall quality and benefit for the digestive health community of the proposals will be taken into consideration. All reviewers will provide a total score ranging from 1 (low) to 5 (high), possible comments and suggestions, and a recommendation on funding. The review panel aims at providing the lead applicant with feedback within 4 weeks after the application has been handed in.

Requirements to be fulfilled to obtain payment

- Letter of Agreement (LOA) signed by UEG and a person authorized to sign for the lead applicant, which includes an agreement to the grant conditions.
- Promotion of UEG: UEG endorsement and promotion to register for UEG Week must be applied in an adequate manner. UEG will provide graphics and logos.
- Final report: Within three months after the event has taken place, the final report containing evidence of CME accreditation, summary of evaluation outcome and a final statement of accounts (using the UEG template) must be submitted.
- Payment: UEG will transfer the amount in one single payment upon receipt of final report and fulfilment of all requirements. If any condition for application proves not to be fulfilled, UEG reserves the right not to pay out the grant in full or to pay only a portion of the grant.