



## **Terms and Conditions of FORTE Summer School Sponsorships Awarded by the British Orthopaedic Association (BOA)**

The following updated terms and conditions apply to all FORTE Summer School Sponsorships awarded for 2024 onwards.

### **Eligibility**

1. Applicants must be current members of the BOA, either as Home Associates or SAS Surgeons. Applicants must be up-to-date with their subscription payments (in good standing).
2. Applicants who have previously applied for a sponsorship but been unsuccessful may apply again.
3. Applications will not be accepted from candidates who were successful in previous years e.g. if you successfully applied for a sponsorship in the 2022 round (with decisions made in April 2022), you will not be eligible to apply in the 2023 round.

### **Sponsorship**

1. Sponsorship relates to attendance at the 2024 FORTE Summer School in Split, Croatia from 17<sup>th</sup>-21<sup>st</sup> June 2024. Applicants must ensure they are free to travel during these dates as successful applications cannot be transferred or deferred.
2. BOA sponsorship will fund course fees, accommodation during the course, social programme and certain meals provided as part of the course. Accommodation is provided by the FORTE summer school, usually in the host university complex as a shared room with another delegate.
3. Sponsorship does not fund travel to or from the course location. Award recipients will need to fund and organise their own travel to the course location.
  - a. Visas, insurance, and other travel documents are the Award recipients' responsibility.
  - b. Award Recipients should have relevant travel insurance from the time they book their travel/accommodation and read the fine print i.e. for cancellations/unforeseen circumstances. The BOA is not liable to cover if attendance is cancelled/not taken or for additional costs due to curtailing attendance e.g. due to ill-health or bereavement, as we usually expect these costs to be covered by insurance.
  - c. Other logistics and precautions related to COVID-19 restrictions must be thoroughly thought through. These include: vaccination or testing rules, length of stay allowed, quarantine procedures etc. in the proposed country of travel.
4. All other expenses, e.g. meals not included in the course programme and accommodation before the course start or after the course finish are not funded by BOA sponsorship and must be met by the Award Recipient.

### **Sponsorship Reports and Publicity**

1. On completion of the Summer School, the BOA requires all successful applicants to submit a report and executive summary about their attendance:
  - a. Reports must be submitted within 4 weeks of Summer School completion but earlier if possible.
  - b. Reports should be submitted in a Word document (.doc or .docx) format
  - c. Reports should be of approximately 1,000 words, with an executive summary of approximately 250 words.



- d. Reports should focus on the education and clinical benefits and both the report and executive summary should include 1-4 photographs.
2. The BOA reserves the right to publish reports and photographs on the BOA website, in its publications and publicity, and for any other purposes as it sees fit. The BOA also will provide copies of the reports or extracts from them to external funders of the fellowships.

**The BOA supports these sponsored places as a charitable activity to support career development.** It is important that funds are spent appropriately and thus we provide the following guidance.

#### Claiming funding

1. Funding will be paid by the BOA to FORTE directly on behalf of the Award Recipients for all costs funded by the Award. There will therefore be no need to submit expense claims to the BOA.

#### The Fellowship

1. All successful sponsored places must be taken at the 2024 FORTE Summer School in Split, Croatia from 17<sup>th</sup>-21<sup>st</sup> June 2024. If the summer school is postponed due to the impact of COVID-19, the BOA will liaise with FORTE to seek arrangements for attendance at future dates.
2. By accepting a sponsorship Award, all awardees are agreeing not to partake in any activities that will bring the BOA and/or the sponsors into disrepute.
3. Awardees are responsible for ensuring they have all relevant travel documents, visas and insurance for undertaking their fellowship. The BOA takes no responsibility or liability for these issues.
4. The BOA accepts no liability for the actions of fellows while on the Summer School, or for activities related to it.

#### Privacy Policy

1. **Processing of data:** The BOA takes the security and privacy of your data seriously. We have put together policies to comply with our legal obligations under the Data Protection Act 2018 (the '2018 Act') and the UK General Data Protection Regulation ('GDPR') in respect of data privacy and security. Please visit our website at [www.boa.ac.uk/privacy](http://www.boa.ac.uk/privacy) for information on the data we collect and how we use that data as part of our business and to manage our relationship with you.
2. FORTE may request details of the successful Award Recipients for their records as well as a copy of the final fellowship report. By applying for a sponsorship Award, applicants are consenting to the sharing of their details with FORTE for the purpose of administering the Summer School.