



# **GASOC Keith Thomson Grant**

## **Memorandum of understanding**

**11<sup>th</sup> November 2021**

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## 1 Background

- 1.1 GASOC (Global Anaesthesia, Surgery and Obstetric Collaboration) was established in 2015 to encourage trainees and sub-consultant grades (SCGs) to engage responsibly and impactfully in global surgery. The organisation's creation was inspired by the launch of the Lancet Commission on Global Surgery in London and the repeated question from trainees present at the meeting of 'how can I get involved?' This non-profit organisation acts as an entry-level platform to signpost trainees and SCGs to information and resources that will enable them to further their knowledge and experience in this field. The organisation's goal is to increase trainee engagement in global surgery activity during their training and to facilitate career-long leadership commitment post qualification.
- 1.2 Dr Keith Thomson has kindly donated a sum of £5000 to contribute to travel expenses for UK and Ireland based trainees undertaking volunteer placements in low- and middle-income countries.

## 2 Aims and objectives

- 2.1 The overarching aim of this memorandum is to ensure these funds are used for the purposes they were given including the equitable distribution to applicants of the Keith Thomson grant.

## 3 Action to be delivered

- 3.1 Action to be delivered:
  - 3.1.1 £500 per grant to be allocated 6 monthly to suitable candidates (to the value of £5000 in total).
  - 3.1.2 Advertisement of the Keith Thomson grants to occur on a bi-monthly basis, inviting suitable candidates to make an application for the grant
  - 3.1.3 The application process will consist of a Curriculum Vitae, a 300-word statement on why the grant should be given to the candidate and outlining its use.
  - 3.1.4 Top 5 candidates will be shortlisted by the GASOC committee after which Dr Keith Thomson himself will choose which two are successful in their application.
  - 3.1.5 When shortlisting, names will be removed from the applications to minimise bias
  - 3.1.6 Those who have received a grant previously are not eligible to reapply. However, if previous applications have been unsuccessful, candidates can reapply
  - 3.1.7 Travel must take place within 6 months of the award and if this does not occur, the entire sum should be returned to the GASOC bank account
  - 3.1.8 Successful candidates will need to provide evidence of travel (e.g., flight receipts) within 6 months of funds transfer

- 3.2 Activities will be reviewed annually to ensure that they are being delivered as agreed, and that they are having the intended impact.
- 3.3 The activities will continue on a rolling, quarterly basis until the full £5000 have been allocated.
- 3.4 If Dr Thomson is unable to choose the successful candidate, the Advisory Board will be approached to choose.
- 3.5 Should any of the GASOC committee wish to apply, they would be required to do so using the process outlined above and will not be part of the selection panel.

## 4 Monitoring

- 4.1 All members of the committee commit to ongoing monitoring, with the aim of ensuring accountability and performance.
- 4.2 The President and Vice-President of GASOC will co-ordinate the monitoring and report back to Dr Keith Thomson and the rest of the GASOC committee.

## 5 Impact evaluation

- 5.1 Evaluation of the value of these grants will be undertaken by requiring each successful candidate to submit a report of their volunteering activities that were undertaken using this grant within 1 calendar month of return from placement.
- 5.2 The President and Vice-President of GASOC will take responsibility for co-ordinating and reporting on the impact of these grants

## 6 Financial contributions

- 6.1 As mentioned above, £5000 to be given by Dr Keith Thomson for this grant.
  - 6.1.1 The funds will sit in the GASOC business account and managed in the first instance by the GASOC Treasurer. The Treasurer will contact the GASOC President or Vice-President if there are any issues.

## 7 Transparency

- 7.1 The terms stated within this memorandum will be published on the GASOC website to ensure transparency with the public.
- 7.2 The memorandum of understanding will be reviewed annually at the GASOC AGM where changes can be made if the committee feel it's necessary



Adopted: 11<sup>th</sup> November 2021 at AGM

GASOC Committee 2021