

NFOG Fund Special Enactment I to the articles of NFOG

Amended at the General Assembly on June 18th 2012, in Bergen.

§ 1

The NFOG Fund is founded by NFOG.

The NFOG Fund is located in Denmark.

The NFOG Fund is represented by the NFOG President and the NFOG Treasurer, who can also jointly sign for the NFOG Fund. The Treasurer of NFOG handles the daily administration of the NFOG Fund.

§ 2

The purpose of the NFOG Fund is to support further development of professional skills, research, and clinical and scientific collaboration in the fields of obstetrics and gynecology. The support is given to purposes that are not covered by general working agreements, and as stated in § 7.

§ 3

The NFOG Fund's trust fund at establishment is 2.062.867 DKK. Sixty-six (66) % of the annual surplus, if any, of NFOG will be transferred to the NFOG Fund. Before each by-annual General Assembly, the NFOG Board decides whether there is financial room for transferring further means to the NFOG Fund. If that is the case, it must be put up for approval at the General Assembly. Each year an amount not exceeding the annual interests of the trust fund plus the average transferral from NFOG in the four preceding years can be donated.

For the first four years (2011-2014) the grants cannot exceed the annual interests of the trust fund plus the surplus donation from NFOG in the preceding year.

§ 4

The means of the NFOG Fund is placed according to the rules of Danish legislation, and by guidelines set by the NFOG Board.

The means and donations of the NFOG Fund are posted as a separate paragraph in the annual reports/accounts of NFOG.

§ 5

The voting members of the NFOG Board are the Board of the NFOG Fund, hereafter named the NFOG Board. The applications are evaluated by the NFOG Scientific Committee, who makes a written nomination for approval by the NFOG Board.

§ 6

Before dealing with any application in the NFOG Scientific Committee, as well as in the NFOG Board, it must be clarified if anyone and if so whom is disqualified for handling and approving an application. If this is the case, the disqualified members do not participate in dealing with the application in question.

A member is disqualified for handling an application if:

- 1: he/she is the applicant
- 2: he/she is supervisor for the applicant
- 3: he/she has a close personal or scientific relationship with the applicant
- 4: he/she feels it inappropriate to handle the application

A member of the NFOG Scientific Committee or of the NFOG Board is not disqualified just because the application is coming from his/her own clinic or department.

§ 7.1

Members of NFOG, who are specialists in obstetrics and gynecology, or trainees who have completed two years of specialist training at the time of application deadline, are entitled to apply.

Every month an applicant has been employed full time in a department of obstetrics and gynecology, will count as specialist training. Members with a PhD degree can count up to 12 months of the study time in this respect. Members of the NFOG Board and of the NFOG Scientific Committee can apply on the same conditions as all other members of NFOG.

Grants can be given for the following purposes:

- 1: clinical or scientific visits outside country of residence with the purpose of improving skills and/or developing and sharing expertise
- 2: voluntary or project work in or regarding developing countries
- 3: courses outside country of residence
- 4: collaborative work regarding clinical or scientific topics or projects between members of the National Societies of NFOG
- 5: each of the 5 National Societies, who are members of NFOG, can apply for the coverage of expenses to bring lecturers from other Nordic countries to speak at meetings arranged by the society

Scientific, clinical and educational values are considered at the handling of applications. In case that the applications exceed the funding, the applications regarding activities within the Nordic countries will have the highest priority. In general, support is given for one year at a time.

The grants can be given for:

- Course fee
- Traveling expenses: public transport, economy class air fare, only one return ticket
- Modest accommodation up to one month (for longer visits hotel is not accepted)
- Modest meeting expenses for Nordic collaborative studies (§ 4)
- Modest expenses required in order to work in developing countries (§ 2)
- Modest speakers fees (§ 5)

Grants cannot be given for:

- Congresses, symposia's, pre- and post-congress courses
- Courses arranged by NFOG
- Courses which are mandatory towards specialist recognition in obstetrics and gynecology, or for doctoral (PhD) degree
- Salary or daily allowance

Except for point 5, only expenses for NFOG members (if at all possible named in the applications) can be covered by the grants.

§ 7.2

The NFOG Board decides, following nominations from the NFOG Scientific Committee, who should receive granted support. The amount of the granted support should take the prioritized main fields and the annual payments of the NFOG Fund into consideration.

§ 7.3

Application deadlines are March 1st and October 1st. The NFOG Scientific Committee is responsible for the announcement of the application dates, and of the criteria's and conditions for application.

Applicants will be notified within two months after the deadlines.

Application form must be used and submitted electronically to the NFOG Scientific Committee, with attachments preferably in one file.

Applications (depending on category) must include:

- Applicant's motivations and reasons for applying
- Short Curriculum Vitae (no more than two pages)

- Detailed budget
- Copy of course announcement or short description of project
- In case of course or clinical visit: letter of recommendation from head of department
- In case of clinical visit or voluntary work: letter of acceptance from head of the department at the clinic where the visit is to take place, or the organization responsible for the program
- Information on whether or not the applicant has applied for, or received, other grants for the same purpose, and the amount

§ 7.4

In March, no more than half of the year's grants of the NFOG Fund will be awarded.

§ 7.5

Only future activities according to application deadlines or ongoing activities already supported by the NFOG Fund will be considered for support.

§ 7.6

A short written report to the NFOG Board must be sent to the NFOG Treasurer, the NFOG Webmaster, and the NFOG Scientific Committee within three months after the activity. The report will be published on the website.

§ 7.7

Expenses will be refunded when the NFOG Treasurer receives documentation of expenses and the written report. The grant will expire two years after the application deadline.

§ 8

The NFOG Fund has the calendar year as financial year. Annual accounts are worked out by an authorized auditor as part of the accounts of NFOG, are signed by the Board members, and presented for orientation at the bi-annual General Assembly of NFOG.

§ 9

The NFOG Scientific Committee presents oral and written report for approval at the General Assembly of NFOG.

§ 10

Changing of the Statutes of the NFOG Fund and decision about the closure of the NFOG Fund are made by the General Assembly of NFOG, according to the existing rules for changing of Statutes of the NFOG. In case of closure, the remaining means of the NFOG Fund must be granted according to the rules as stated in § 7.