



## 2022-2023 Fellow CME scholarship application FAQs

(11/7/22)

### 1. *When is the application period for 2022-2023 Q3/Q4 Fellow CME scholarships?*

Application period opens – Monday, November 7, 2022

Application period closes – Wednesday, December 7, 2022, 12pm CST

### 2. *Who qualifies for an OMeGA Fellow CME scholarship?*

OMeGA fellow CME scholarships are available to orthopaedic clinical fellows training in US teaching programs. In an effort to award scholarships across the orthopaedic fellow community, OMeGA will award up to one scholarship per orthopaedic teaching institution per academic year. If a fellow from an institution was awarded a 2022-2023 Q1/Q2 scholarship, no fellow from that institution is eligible for a 2022-2023 Q3/Q4 scholarship. The fellow should still coordinate with their institution to ensure they are eligible for the scholarship. The fellow should apply for the scholarship, not an institution representative (ie: program director/coordinator, etc).

### 3. *What is the difference between the funding categories: "Support for registration, travel, and lodging," "Complimentary registration" and "Complimentary registration and support for travel and lodging"?*

**Support for registration, travel, and lodging:** For the subspecialties in which we have donor support, the available meetings will state "Support for registration, travel, and lodging." **OMeGA will award monetary support up to \$2,000 for registration, travel, and lodging for these meetings.**

**Complimentary registration:** There are some subspecialties which do not have donor support available. Fortunately, several of OMeGA's partner societies and associations have shown their support for fellowship education and offered complimentary registration for OMeGA scholars. **If you are applying for a meeting that states "complimentary registration only," your registration to this meeting will be covered.** The registration fee will not be incurred by the fellow scholarship recipient for these meetings, but there will be no monetary support for the meeting provided by OMeGA.

**Complimentary registration and support for travel and lodging:** Some available meetings have donor support and support from one of OMeGA's partners. We truly appreciate our partners' support because this allows us to provide a greater number of scholarships. **If you are applying for a meeting that states "complimentary registration and support for travel and lodging," your scholarship will include a monetary component to support travel and lodging and the meeting registration will be covered by OMeGA's society partner.** The total amount of the scholarship, including registration, travel, and lodging, will not be greater than \$2,000.

**4. What if another fellow from my institution applies for a 2022-2023 Q3/Q4 scholarship?**

OMeGA will award up to one scholarship per orthopaedic teaching institution per academic year, regardless of subspecialty. Two or more fellows from the same institution may apply for a scholarship, however, only one scholarship will be awarded to a fellow from that institution. Scholarships are reviewed and evaluated on a meritorious basis. If two scholarships receive the same evaluation, the scholarship that was received first will receive the award.

**5. Why are there no options for fellows in other subspecialties?**

OMeGA did not receive funding in all subspecialties. This is the inaugural cycle for these scholarships and OMeGA will continue to solicit for donations across all orthopaedic subspecialties for upcoming years. If your subspecialty is not included, fellows are encouraged to apply for one of the general education meetings.

**6. What expenses are covered by an OMeGA CME fellow scholarship?**

Covered expenses may be the supported fellow's meeting registration (reimbursed or complimentary by society), travel related directly to the meeting attendance, and lodging specific for the dates needed for the awarded meeting attendance.

**7. Is there an application fee to apply for a scholarship?**

Yes. A \$20 application fee must be paid by the fellow applicant before starting the application process to receive a 5-character order number. The 5-character order number is found on the [receipt](#) sent to the email address associated with the AOA ID used to pay the application fee. (Applicants do not need to be AOA members.) This order number can be used for only one LOI/application, is unique to the application, and will be used throughout the process. Click on [AOA Store](#) to pay the application fee.

**8. What information is requested on the application?**

The application will request contact information for yourself, your program director, and coordinator. You will be asked to provide your budget request for registration, travel, and lodging. You must select the conference for which you are applying and explain what you hope to learn at this meeting. You will also be asked to provide a short recommendation letter from your program director. The letter should indicate why he/she believes this meeting is a strong fit for you and provide permission for you to attend this meeting in its entirety.

**9. I paid the application fee and logged into the GLM so why don't I see the LOI (Letter of Inquiry) or application?**

After the application fee is paid and you've registered/logged into the GLM, click on "Apply" at the top of your "Applicant Dashboard." Then click on the blue and white "Apply" link to populate the LOI/application.

**10. When do I complete the LOI (Letter of Inquiry)?**

Once the application fee has been paid, a 5-character order number will be emailed to the address associated with the AOA ID used to pay the application fee. Log into the [OMeGA Scholarship GLM](#) to complete the LOI. The LOI must be reviewed and approved by OMeGA before you have access to the application. Allow 1-2 business days for OMeGA's review.

**11. I am having difficulty viewing all my text online. Is there something I can do to view all text?**

Some application questions are answered in a textbox. To view all text entered as well as formatting/spacing, click and drag the three small diagonal lines at the bottom right corner of the textbox.

**12. Can I save or print my LOI and Application?**

Yes. Click on "LOI Packet" or "Application Packet" (depending on the step you're working on) found at the top of the form and a pdf of the document and attachments will be generated. View your entire application in the pdf. You can print and/or save the pdf to your computer.

**13. Can the program director or coordinator apply on behalf of the fellow?**

The fellow should apply for the scholarship directly. The program director/coordinator may assist the fellow to gather the information needed for the scholarship application. OMeGA scholarships are awarded to the fellow, not the fellowship program.

**14. Why is program director and coordinator contact information required?**

This information will be used only if the fellow cannot be reached. They do not have access to the LOI/application information unless the fellow provides them with his/her login information.

**15. What expenses are not covered by an OMeGA CME scholarship?**

Non-covered expenses include food and beverage; travel and lodging relating to activity outside of the Recipient's agreed upon meeting and meeting dates; or other expenses prohibited by the Agreement.

**16. Must I attend the entire meeting?**

The entire meeting must be attended. OMeGA's partners have put considerable time and effort into preparing well-rounded meetings and we encourage scholarship recipients to take full advantage of this educational opportunity.

**17. When will I be notified if I have been awarded a scholarship?**

Award notifications will be sent December 19 - 21, 2022.

**18. What is required for reconciliation?**

The online final report is due 30 days following the conclusion of the attended meeting. (Reports for attendance at meetings late in the calendar year must be submitted by July 31, 2023.) The final report submitted through the online grant management system should confirm Recipient's attendance at the chosen meeting, provide a 300–500-word essay describing the benefits of attending the meeting (without indicating device or manufacturer names), reconcile expenses up to the awarded amount, and attest that the expenses submitted are accurate and have not been/will not be reimbursed by another entity.

**19. Will I have to submit receipts as part of the reconciliation process?**

Itemized receipts supporting CME expenditures will not be required for reconciliation but must be retained in the event of a random audit. You will be required to return the awarded funds if you are selected to provide receipts and are unable to do so.