

EARMA Awards Committee: 2024/25 Awards Schedule

Background: The EARMA Awards Committee (AC) met on July 02, 2024, to approve an updated annual awards schedule for the 2024/25 period. The purpose of the plan is to articulate a clear, publishable schedule of award calls replete with agreed operational processes to be deployed by the AC.

The full schedule of awards under the remit of the AC falls into two broad categories: (i) those of a fixed nature whose timing is dependent on pre-programmed events such as annual conference and (ii) those awards free of such dependencies that can be implemented at any time of year.

This approved version was published following the Awards Committee meeting on July 02, 2024, and shared with EARMA for information.

Award Title	Award Amount	Fixed/Free (<i>explain</i>)	Proposed timing (Open/Close)	Process/Milestones/Deadlines
Conference Accepted Speaker Awards	10 x €500 max	Fixed (<i>linked to annual conference attendance</i>)	Call #01 Open: Monday October 07, 2024 – Reminder # 1: Monday October 21, 2024 Reminder # 2: Monday November 11, 2024 Close: Friday November 22, 2024 AC meeting: December 10, 2024 Call #02 Open: Monday January 13, 2025 Reminder # 1: Monday January 27, 2025 Reminder # 2: Monday February 17, 2025 Close: Friday February 28, 2025 AC meeting: March 11, 2025	<ul style="list-style-type: none"> • Two smaller, shorter calls for all three awards, • First round for those committing early in Q4 to attend the annual conference and those receiving approval of submitted abstracts; • Second round for those who decide to attend conference closer to early bird registration deadline in February; • Promote call via newsletter, LinkedIn and news feed on EARMA website • Link to call text and application form permanently available on EARMA AC web page
Conference Widening Bursary – New Members	05 x €500 max			
Conference Widening Bursary – Non-members	05 x €500 max			

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Event Access Awards	10x €500 Annual Conference Attendance Awards	Fixed <i>(tied to annual conference attendance)</i>	<p>Open: Monday October 07, 2024</p> <p>Reminder # 01: circa November 18, 2024</p> <p>Review applications at AC meeting on December 10, 2024 <i>(where received at least 07 working days in advance)</i></p> <p>Reminder # 02: circa January 13, 2025</p> <p>Reminder # 03: circa February 17, 2025</p> <p>Review applications at AC meeting on March 11, 2025 <i>(where received at least 07 working days in advance)</i></p> <p>Final reminder: circa March 17, 2025</p> <p>Close: Friday March 21, 2025</p> <p>Review applications at AC meeting on April 08, 2025 <i>(where received at least 07 working days in advance)</i></p>	<ul style="list-style-type: none"> Promote call via newsletter, LinkedIn and news feed on EARMA website Link to call text and application form permanently available on EARMA AC web page
	05x €500 EARMA-led events linked to external Association Calendars	Free <i>(dependent on targeted events in Association calendars, available on EARMA AC web page)</i>	<p>Open call</p> <p>Begin advertising circa September 09, 2024;</p> <p>Send reminders every 06-08 weeks throughout the year</p> <p>All applications received at least 07 working days in advance will be considered at the following AC meetings</p> <p>October 16, 2024; November 12, 2024; January 14, 2025; February 11, 2025; April 08, 2025; June 10, 2025</p>	<ul style="list-style-type: none"> Promote call via newsletter, LinkedIn and news feed on EARMA website Link to call text and application form permanently available on EARMA AC web page

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Virtual Event Grants	Up to 04x €500 or 02x €1000 for collaborative events	Free Open call (<i>advertise immediately before & after annual conference and at start of academic year</i>)	Open call, three optimal times of year to promote the call as follows; Circa October 07, 2024; March 24, 2025; May 19, 2025 All applications received at least 07 working days in advance will be considered at the following AC meetings; October 16, 2024; April 08, 2025; June 10, 2025	<ul style="list-style-type: none"> Promote call via newsletter, LinkedIn and news feed on EARMA website Link to call text and application form permanently available on EARMA AC web page
Invited Speaker Awards	03x €500 awards	<i>As Virtual Event Grants</i>	<i>As Virtual Event Grants</i>	<i>As Virtual Event Grants</i>
Annual Conference Best Poster Awardees	02x €500 awards	Fixed (<i>awards considered and made at conference</i>)	November-April Call opens circa November 08, 2024 (i.e. <i>when Accepted Speakers receive their acceptance email from EARMA</i>) Reminder #01: circa December 16, 2024 Reminder #02: circa January 20, 2025 Reminder #03: circa March 10, 2025	<ul style="list-style-type: none"> Promote call via newsletter, LinkedIn and news feed on EARMA website Link to call text and application form permanently available on EARMA AC web page
EARMA-NCURA Fellowship	01x €2000 award	Fixed (<i>strictly linked to NCURA fellowship processes, tbc for 2022</i>)	Fellowship to be relaunched in 2024, details to be confirmed	tbc

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Training Awards	04x €500 awards	Fixed (focus on EARMA Impact thematic group training)	EARMA Training Award: Call opens circa September 16, 2024 Reminder #01: circa September 23, 2024 Reminder #02: circa October 04, 2024 Call closes circa October 09, 2024 Applications considered at AC meeting on October 16, 2024	<ul style="list-style-type: none"> • Promote call via newsletter, LinkedIn and news feed on EARMA website • Ask for announcements to be made via EARMAImpact meetings and LinkedIn page • Link to call text and application form permanently available on EARMA AC web page

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<p>EARMA Annual Recognition Awards, comprising three named awards;</p> <ul style="list-style-type: none"> • Lifetime Achievement Award • Outstanding Contribution Award • Voluntary Service Recognition (VSR) Awards 	<p>Not fixed, at discretion of EARMA Board</p>	<p>Fixed (tied to annual conference presentations)</p>	<p>Open call: circa September 16, 2024</p> <p>Reminder #01: circa November 25, 2024</p> <p>Reminder #02: circa January 13, 2025</p> <p>Reminder #03: circa February 03, 2025</p> <p>Close call: circa February 21, 2025</p> <p>All applications received at least 07 working days in advance will be considered at the AC meeting on March 11, 2025.</p> <p>Recommendations sent to Board meeting on April 01-02, 2025, for approval.</p>	<ul style="list-style-type: none"> • Promote call via newsletter, LinkedIn and news feed on EARMA website • Link to call text and application form permanently available on EARMA AC web page
<p>EARMA Mentoring Scheme</p>	<p>N/A</p>	<p>Fixed</p>	<p>Open call: circa October 01, 2024</p> <p>Reminder #01: October 11, 2024</p> <p>Reminder #02: circa October 25, 2024</p> <p>Reminder #03: circa November 11, 2024</p> <p>Close call: circa November 12, 2024</p> <p>Applications received at least 07 working days in advance will be considered at the AC meeting on December 20, 2024</p> <p>Recommendations sent to Board meeting on December 11-13, 2024</p>	<ul style="list-style-type: none"> • Promote call via newsletter, LinkedIn and news feed on EARMA website • Link to call text and application form permanently available on EARMA AC web page