



## **2023 HOWARD G. “SKIP” KNUTTGEN INTERNATIONAL SCHOLAR AWARD**

*In Honor of Remarkable Leadership and Contributions to ACSM and the International Community of Sports Medicine and Exercise Science – An Extended Recognition Commencing in 2020 until 2025.*

### **1. ELIGIBILITY FOR AWARD**

Any professional in a discipline recognized by the American College of Sports Medicine and with at least a Bachelor’s degree or the equivalent.

Membership in ACSM is NOT a requirement.

### **2. PROGRAM GOALS**

This program encourages creative approaches to promote the acquisition of technical expertise and/or scientific knowledge by professionals through an international exchange. Award recipients from the United States and Canada are required to travel to an institution outside of the United States or Canada. Award recipients from countries other than Canada and the United States are required to travel to an institution in the United States or Canada.

Toward this end, any professional activity that can be shown to advance the professional standing and reputation of scientists will be considered for funding. Although it is anticipated that most proposals will be for research-based activities, requests for other types of support, if they are shown to advance the goals of the program stated above, will be considered. Preference will be given to applicants in the early stages of their careers.

### **3. APPLICATION CHECKLIST AND DEADLINE**

Please refer to the application checklist for the complete list of materials to be included in your application packet.

It is the responsibility of every applicant to choose a host scientist who is a member of ACSM. **ACSM will NOT match applicants with possible host scientists.**

**ALL APPLICANTS** must submit a completed application form stating clearly the objectives (see sections on Objectives and Activities in the application form) of the visit and how this visit will help in the professional development of the applicant (see Importance of the visit in the application form).

**ALL APPLICANTS** must submit their own Abbreviated Curriculum Vitae (CV). The abbreviated CV should be no **more than 5 pages**.

**ALL APPLICANTS** must submit a letter of recommendation from a professional superior or senior colleague indicating that the applicant satisfies the requirements for submission and would benefit from this program.

**ALL APPLICANTS** must submit the Abbreviated Curriculum Vitae (CV) of the host scientist. The abbreviated CV should be **no more than 2 pages**.

**ALL APPLICANTS** must submit a letter from the host scientist indicating the feasibility of doing the proposed research/activity and the host's willingness to accept responsibility for helping the applicant reach the objectives of the visit.

The application package should be submitted by e-mail before **February 3, 2023** to [hturner@acsm.org](mailto:hturner@acsm.org). Official letters (with signature) from supervisor and host institution should be scanned and sent in their entirety via e-mail to [hturner@acsm.org](mailto:hturner@acsm.org) prior to the February 3, 2023 deadline.

#### **4. GRANT CONDITIONS (Note: Conditions are different based on country of origin)**

##### **Non-USA/Non-Canada Professional Visiting USA or Canada-**

- The visit to the host institution should be organized to coincide with the ACSM Annual Meeting so that the selected candidate can attend the conference. The 2023 Annual Meeting will be held May 30-June 3, 2023 in Denver, Colorado, USA.

\*NOTE- The award recipient must attend the ACSM Annual Meeting. However, if he/she cannot arrange for the institutional visit to occur immediately before or immediately after the Annual Meeting, he/she may travel to the host country at another time during the year. Should this occur, ACSM will only provide the financial support listed below. Any additional funds required to complete the two separate trips to the USA or Canada would be the responsibility of the award recipient.

##### ***ACSM COVID-19 Vaccination Policy***

*Full COVID-19 vaccination is required for meeting/conference participants at all ACSM in-person events effective immediately and until future notice. All participants, including presenters, attendees, exhibitors, staff, guests or vendors, must be fully vaccinated and provide proof of vaccination to participate in the in-person event. Attendees will have the opportunity to upload their COVID-19 vaccination record card as part of the meeting registration process. The online verification process is simple, secure and HIPAA-compliant. Accommodations may be available for participants who are unable to be vaccinated due to disability, medical condition, or religious beliefs. ACSM will continue to follow local, state, and federal guidelines on meeting capacity and may choose to implement additional measures or policies to address the needs/concerns of the overall community. If the guidelines change, this policy will be updated and communicated to members and attendees as appropriate.*

- The duration of the visit to the host institution can range from 1 to 2 months depending on the goals of the proposed project and be completed prior to December 31, 2023.

- Awards are NOT transferable to other host institutions.
- ACSM will provide financial support for the following:

- (a) Economy round-trip air transportation between the scholar's country of origin, the Annual Meeting in Denver, Colorado, USA, and the host institution at a cost not to exceed \$2000.00 USD. The award recipient will be responsible for any airfare costs exceeding \$2000 USD;
- (b) Lodging and living stipend of \$1,500 USD; \*\*
- (c) Medical Health Insurance for a maximum of 2 months.
- (d) Free registration to the 2023 ACSM Annual Meeting and four (4) nights complimentary lodging for the 2023 ACSM Annual Meeting.

\*\* Note: Due to US tax laws, the recipients must provide copies of travel receipts (e.g. lodging receipts, food receipts, travel documentation receipts, etc.) which total at least \$1500 USD before an award check will be provided in the amount of \$1500 USD to cover the lodging and living stipend. Receipts should also be provided separately for the air transportation and health insurance costs.

#### **Professional from the USA or Canada Visiting Outside of the USA or Canada-**

- The visit to the host institution should be organized to begin and conclude by December 31, 2023. The award recipient is also required to attend the 2023 Annual Meeting will be held May 30-June 3, 2023 in Denver, Colorado, USA. Please see the ACSM COVID-19 Vaccination Policy stated above.

- The duration of the visit to the host institution can range from 1 to 2 months depending on the goals of the proposed project.

- Awards are NOT transferable to other host institutions.

- ACSM will provide financial support for the following:

- (a) Economy round-trip air transportation between the scholar's country of origin and the host institution as well as economy round-trip air transportation between the scholar's city of residence within the US or Canada and Denver, Colorado, USA, for the ACSM Annual Meeting. The total of both round-trip tickets may not exceed \$2000.00 USD. The award recipient will be responsible for any airfare costs exceeding \$2000 USD;
- (b) Lodging and living stipend of \$1,500 USD; \*\*
- (c) Medical Health Insurance for a maximum of 2 months.
- (d) Free registration to the 2023 ACSM Annual Meeting and four (4) nights complimentary lodging for the 2023 ACSM Annual Meeting.

\*\* Note: Due to US tax laws, the recipients must provide copies of travel receipts (e.g. lodging receipts, food receipts, travel documentation receipts, etc.) which total at least \$1500 USD before an award check will be provided in the amount of \$1500 USD to cover the lodging and living stipend. Receipts should also be provided separately for the air transportation and health insurance costs.

## 5. PROPOSAL EVALUATIONS

Proposals submitted to the Program will be reviewed by a committee of scientists appointed by the International Relations Committee of ACSM. The evaluating committee will advise the Chair of the International Relations Committee on the ranking of the proposals.

In reviewing the proposals, the committee will consider:

- (a) The likelihood that the activities will open avenues for professional growth of the applicant (Importance of the visit section of the application form);
- (b) The intrinsic quality of the proposed research activity (Objectives and Activities sections of the application form);
- (c) Evidence that the project can be successfully completed (CV of applicant and host).

Applicants who can demonstrate that completion of this training will serve to develop new research and professional opportunities in their home country will be given preference.

Preference also will be given to applicants in the early stages of their careers.

## 6. NOTIFICATION

In the event of a favorable recommendation by the committee and approval by the International Relations Committee, the successful applicant will be notified by March 17, 2023.

## 7. REPORTING AND ACKNOWLEDGEMENT OF SUPPORT

Awardees will be asked to submit a brief report within one year of the conclusion of the visit. Sections of these reports may be used by ACSM to promote the program and build support for the fund among our sponsors.

Any publication (including abstracts) or creative endeavor arising from work supported by the award should acknowledge the International Scholar Award Program of ACSM.

## 8. RESPONSIBILITIES OF THE HOST

- The host will help secure housing for the scholar. Costs for this housing will come out of the stipend provided directly to the scholar.
- **The host must assist the scholar with obtaining any VISAs or travel documentation required by the host country. If the Scholar is traveling to the US, he/she must have a J1 type IAP-66 Visa.** A copy of this Visa application is provided by the host institution. Prior to applying for the visit, **the scholar must confirm that the host institution has the ability to provide this type of visa or other travel documentation required by the host country.**
- ACSM will purchase health insurance through the host institution if it is available through the host institution. The host for the scholar will provide contact information to the University's health services to investigate health insurance options.

- The host will ensure that the scholar is notified of any institution, local, state, and/or federal COVID-19 policies or guidelines which may affect the scholar's visit.

### **APPLICATION CHECKLIST**

1. **COMPLETED OFFICIAL APPLICATION FORM** including detailed description of the project and how this will help in the professional development of the applicant.
2. An **ABREVIATED CURRICULUM VITAE** of the applicant not to exceed 5 pages.
3. A **LETTER OF SUPPORT** from a professional supervisor or senior colleague.
4. An **ABBREVIATED CURRICULUM VITAE** of the host scientist not to exceed 2 pages.
5. **A LETTER OF INVITATION** from the host scientist which includes a statement on the feasibility of doing the proposed research project/activity and the host's willingness to accept responsibility for helping the applicant achieve the stated objectives of the visit.
6. **CONFIRMATION** that 1) the host institution will be able to provide an application for a visa (J-1 type IAP-66 Visa if visiting the US) or other required travel documentation; and 2) the host is willing to notify the scholar of any institution, local, state, and/or federal COVID-19 policies which may affect the scholar's visit. These confirmations may be included in the host letter of invitation.