



OU SBME Translational Stimulation Committee (TSC)

Workshops, Travel, and Lunch Awards

Purpose

This award supports small, targeted activities that strengthen translational culture in SBME by:

1. hosting workshops on IP and translation with internal and external stakeholders, and
2. enabling SBME teams to participate in market discovery and venture-focused events.

Scope and Typical Award Size

- **Workshops & Lunch:** Partial support for on-campus (or virtual) workshops, panels, or seminars on IP, entrepreneurship, and translation (e.g., speaker travel/parking, modest catering, room/AV fees). Typical support: up to **\$500** per event.
- **Travel Awards:** Support for SBME teams (students/postdocs + faculty mentor) to attend market discovery programs, venture competitions, conferences, or translation workshops. 3–5 awards per year, each **\$500–\$1,000** per team, until the annual budget is exhausted.

Eligibility

- Lead applicants must be SBME faculty, research staff with faculty sponsor, or trainees (undergraduate, graduate, or postdoctoral) with an SBME faculty mentor.
- Activities must have a clear link to IP development, commercialization, or translational training.

Application and Internal Review Process

- A brief internal application (<1 page) is submitted to the TSC (sbme_tsc@groups.ou.edu). It should include:
 - Title, date/location (or target dates), and host organization (if travel).
 - Names and roles of SBME participants.
 - A short description (≤150–200 words) of how the activity advances SBME translation.
 - Requested amount and a simple budget (how funds will be used).
 - An appendix with documentation confirming the activity (e.g., a conference acceptance email for a student oral or poster presentation; conference registration confirmation will **NOT** be accepted as proof of acceptance).
- Applications are reviewed by the TSC committee, using light-touch criteria:
 - Relevance to translation/IP,
 - Student/trainee involvement and educational impact,
 - Feasibility and appropriateness of budget,
 - Distribution of opportunities across SBME.
- Applications are considered in three cycles each year:
 - **Cycle 1:** applications due **January 5**; decisions by **January 20**.
 - **Cycle 2:** applications due **June 5**; decisions by **June 15**.
 - **Cycle 3:** applications due **September 5**; decisions by **September 15**.
 - If formal confirmation (e.g., conference acceptance) is not yet available by the application deadline, applicants may submit the application first and then email the confirmation to TSC (sbme_tsc@groups.ou.edu), as soon as it becomes available.

**Award Reimbursement**

Eligible expenses will be reimbursed in accordance with the University of Oklahoma's travel reimbursement policy.

Post-Award Expectations

Awardees submit a short paragraph (or slide) summarizing the activity, participants, and key takeaways for translation; selected teams may be invited to briefly share their experience at an SBME/TSC event.

Questions can be directed to Dr. Qinggong Tang (qtang@ou.edu).