Based on the availability of funds in any given year, the Department of MI&I will provide financial support for Department Trainees to purchase an annual membership to a professional organization.

Criteria and considerations:

• Eligible Trainee Position Titles: Postdoctoral Researcher, Postdoctoral Fellow, Graduate Associate, or Graduate Fellow.

• The PI of the Trainee must be a regular faculty member with a primary appointment of greater than 50% in the Department of MI&I.

• MI&I will cover up to $100 for one membership subscription per calendar year per trainee. If the membership cost is above $100, the additional expense can be cost-shared by a University funding source of the Trainee’s PI.

• The mission of the selected professional organization must be related to an active research program in the Department.

• Multiple-year or auto-renew membership subscriptions are not eligible for this program.

• PIs must provide approval of the Trainee’s request and choice of organization.

Policy established 02/19/2019

Request for Membership Payment

Trainee Name: ____________________________________________

Organization Name: ________________________________ Membership Cost: _______

If cost is more than $100, provide PI funding source to cost-share the balance of the expense:

PI Name: ____________________________________________

PI Approval: __________________________________________ Date_________________

*PI signature must be by hand or an authorized digital signature (e.g. Adobe or DocuSign)

Attach documentation of membership details and cost (e.g. email invitation, screen print of website).

Submit form & attachment(s) to Bonnie Cooper (bonnie.cooper@osumc.edu)