



## **Eleanor and Miles Shore 50<sup>th</sup> Anniversary Fellowship Program for Scholars in Medicine**

### **Frequently Asked Questions**

#### **What is the purpose of the Eleanor and Miles Shore 50<sup>th</sup> Anniversary Fellowship Program?**

The program helps junior faculty, women and men, at the point in their careers when they must teach, do research, compete for grants, publish, or practice (if a clinical faculty member) at the same time they may be assuming increased family or other responsibilities. While both men and women may apply, this support is an important part of the effort to increase the representation of women at the higher ranks. Each fall at the annual celebration, the Dean of the Faculty of Medicine honors recipients in the presence of families, friends, mentors, and peers. The 50<sup>th</sup> Anniversary Program for Scholars in Medicine was established in 1995 to celebrate the anniversary of the admission of women to Harvard Medical School and to acknowledge the important contributions of women to the School. It was renamed in 2004 to honor the efforts of Dr. Eleanor Shore, former Dean for Faculty Affairs, and Dr. Miles Shore, Bullard Professor of Psychiatry, Emeritus, on behalf of the 50<sup>th</sup> Anniversary Program for Scholars in Medicine.

#### **What kind of fellowships are included under the umbrella of the program?**

Fellowships are funded by HMS, HSDM, their affiliated institutes, departments, divisions, and centers, and private donors. Some sponsors make use of the application and selection processes designed by the Office for Faculty Affairs, but many contributing institutions directly manage their own processes. Please note that eligibility criteria and application requirements vary. The list of sponsored fellowships is regularly updated at <http://fa.hms.harvard.edu/shore>

#### **What kind of activities do fellowships fund?**

The program sponsors academic activities. In general, funds are used for protected time from clinical or laboratory responsibilities to pursue academic work, including writing a grant application, preparing a manuscript, completing a research project, or developing a new curriculum. Funds awarded could also be used for additional laboratory assistance at a time when the faculty member does not yet have independent funding. The fellowship is not intended to offer total support and cannot provide for childcare costs or medical expenses. It is possible to support travel costs for dependents to a maximum of \$1,000 if the faculty member would otherwise not be able to give professional presentations.

#### **What amount is awarded?**

The fellowships range from \$25,000 to \$50,000 and are typically in the amount of \$30,000. See the list of sponsored fellowships at <http://fa.hms.harvard.edu/shore>

#### **Are indirect costs allowed?**

Many fellowships offered as part of the Eleanor and Miles Shore 50<sup>th</sup> Anniversary Program for Scholars in Medicine do not allow indirect costs (or facilities & administrative costs). However, some do. See the list of sponsored fellowships at <http://fa.hms.harvard.edu/shore>

#### **Who is eligible?**

Eligibility criteria vary. Some fellowships are open to all faculty with an appointment at the level of Instructor, Assistant Professor, or Member of the Faculty at Harvard Medical School or Harvard School of Dental Medicine by January 1, 2017. Other fellowships are intended for the faculty of a specific department, division, or institution or to sponsor research in a specific domain. In many instances, previous winners of an award included in

the Eleanor and Miles Shore 50<sup>th</sup> Anniversary Fellowship Program are not eligible. See the list of sponsored fellowships at <http://fa.hms.harvard.edu/shore>

### **What fellowships make use of your application and selection processes?**

In addition to the fellowships administered by the Office for Faculty Affairs, several departments, divisions, and institutions make use of our application form. Among these, some ask the HMS/HSDM committees to select the fellowship recipient while others directly review applications for selection. See the list of sponsored fellowships at <http://fa.hms.harvard.edu/shore>

### **Can I apply for multiple fellowships at once?**

Yes. You are welcome to apply for any fellowship in the Eleanor and Miles Shore 50<sup>th</sup> Anniversary Fellowship Program so long as you meet its specific eligibility criteria.

### **What documents does the application managed by the Office for Faculty Affairs require?**

The application will include questions regarding your scientific project and your personal need. You must submit:

- *2 online application forms*, one regarding your scientific project, the other regarding your personal need.
- *A project description*. This description should not exceed 2 pages (excluding references) and should include your hypothesis, methodology, plans for publications/presentations, and timeline for the project. Applicants are welcome to include a brief description of plans to extend the work after the original funding period.
- *A budget proposal*.
- *A curriculum vitae*. The CV should follow the Faculty of Medicine guidelines available on the website of the Office for Faculty Affairs.
- *Letters of support*. Each application must include a letter of support from your project mentor and a letter of support from your department chair or division chief. If your project mentor and department sponsor are the same person, only one letter of support is required. Endorsers will receive an email with instructions to upload their letter when you submit your application. See the RFA for additional guidelines.

### **Why does your application require the submission of two online forms?**

This is because academic promise and personal need are reviewed separately. The two separate forms help ensure the integrity of the process and confidentiality.

### **Why does your application include questions on personal need?**

Fellowship applications reviewed by the HMS/HSDM committees are evaluated for two thirds of the final score on the basis of the project's academic promise and for one third on the basis of the applicant's personal need. For this reason, we ask you to share information that is not generally required by most grant programs. The information is kept confidential and will not be shared with your department *unless one of the fellowships you are opting to apply for is reviewed by a departmental committee*. See the list of sponsored fellowships at <http://fa.hms.harvard.edu/shore>

### **When is the application due?**

The deadline for those fellowships that make use of our application is January 4, 2017, noon. The endorsement deadline is January 11, 2017, noon. Please note that other fellowships have different deadlines. See the list of sponsored fellowships at <http://fa.hms.harvard.edu/shore>

### **When will I be notified of the results?**

We hope to notify applicants to fellowships selected by the HMS/HSDM committee by the end of April 2017.