

Eleanor and Miles Shore 50th Anniversary Fellowship Program for Scholars in Medicine

Request for Applications

PROGRAM DESCRIPTION

The 50th Anniversary Program for Scholars in Medicine was established in 1995 to celebrate the 50th anniversary of the admission of women to Harvard Medical School and to acknowledge the important contributions of women to the School. As part of this celebration, a fellowship program was established to help junior faculty, women and men, at the point in their careers when they must teach, do research, compete for grants, publish, and/or practice (if a clinical faculty member) at the same time they may be assuming increased family or other responsibilities. The program 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 50th Anniversary Program for Scholars in Medicine.

The purpose of the program is to sponsor academic activities. The awards may be used for protected time from clinical, teaching 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 provide total support.

Fellowships are funded by HMS, HSDM, their affiliated institutes, departments, divisions, and centers, and private donors. Typically in the \$30,000 to \$50,000 amount, these stipends support junior faculty at the most vulnerable point in their academic careers. Each applicant must have a named project mentor. While both men and women may apply, this support is an important part of the effort at HMS to increase the representation of women at the higher ranks in the Faculty of Medicine.

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 program encompasses three groups of fellowships:

1. Those selected by the Faculty Affairs selection committees;
2. Those selected by the host department or institutions, but making use of our application system;
3. Those managed by the host department, division, or institution, with distinct application procedures, deadlines, and selection criteria.

PLEASE NOTE: The materials described in this call for application apply to the first two categories of fellowships that use our online application system. A detailed and updated list of all fellowships and their eligibility criteria is available at <http://fa.hms.harvard.edu/shore>.

DEADLINES

Application Deadline: Wednesday, October 17, 2018, 5:00 PM

Endorsement Deadline: Wednesday, October 31, 2018, 5:00 PM

Notification Date: April 2019

ELIGIBILITY

While faculty may not receive more than one award per year, we encourage simultaneous applications to all the fellowships you may be eligible for within the program. Please note that eligibility for fellowships selected by the Faculty Affairs selection committees depends upon affiliation with a specific department, division, or institution.



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To be eligible, applicants should hold an MD, DMD, PhD, or equivalent advanced degree and an appointment at the level of Instructor, Assistant Professor, or Member of the Faculty at Harvard Medical School or Harvard School of Dental Medicine on or before the posted application deadline. Those who anticipate a faculty appointment after October 17, 2018 are not eligible for this cycle.

APPLICATION: DOCUMENT UPLOADS

All requested documents must be submitted as PDF files.

Academic Promise documents include:

- **Project description:** Your project description should be no more than two pages excluding references. The description should include your hypothesis, methodology, plans for publications/presentations, and a realistic timeline for the project. If you anticipate that the scope of the project might extend beyond the 12-month funding period, you are welcome to briefly describe your plans beyond that timeframe.
- **Budget proposal:** Your proposal should include a budget description and justification in the amount of \$30,000 for a 12-month period (ex. July 1 to June 30). This budget description should include direct costs only, as HMS-wide fellowships do not allow indirect costs (or facilities & administrative costs). Examples of allowable use include buying back time from clinical, teaching or laboratory responsibilities to write a grant application, prepare a manuscript, complete a research project, or develop a new curriculum. The award can also be used for additional laboratory assistance at a time when the junior faculty member does not yet have independent funding. **The fellowship is not intended to offer total support and cannot provide for tuition, 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.

Sample Budget for Research Proposals:

Sample budget for illustration only. You are not required to use these categories or this format. Funding is requested for:

	FTE	Mo.	Salary	Projected	Fringe (33%)	Total
Principal Investigator	0.1	12	\$100,000.00	\$10,000.00	\$3,333.00	\$13,333.00
Research Assistant	0.3	12	\$32,400.00	\$9,720.00	\$3,208.00	\$12,928.00
Supplies						\$0.00
Reagents						\$1,739.00
Travel to AHA meeting						\$2,000.00
						\$30,000.00

- **Curriculum vitae:** Information on the Faculty of Medicine CV guidelines may be found at <http://fa.hms.harvard.edu/faculty-medicine-cv-guidelines>. Your CV should be up to date and follow these guidelines.
- IRB approval or submission confirmation, if applicable
- IACUC approval or submission confirmation, if applicable

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ENDORSEMENTS

Each application must include endorsements from the applicant's project mentor and from the department chair or division chief (unless they are the same faculty member). Applicants will be prompted to include their endorsers' name and email address in order for the online endorsement request to be sent directly from the application system. We recommend that you notify your endorser of this deadline well in advance.

Endorsers will be asked to complete a combination of key questions, depending on endorser type commenting on:

- How much of an impact would this funding have upon this applicant's career development?
- How confident are you that this applicant will complete this project in the year of funding?
- Do you already serve as a mentor for this faculty member?
- If yes, how does this project differ from your existing collaborations?
- If no, why did you agree to mentor this applicant?
- Please describe your time commitment in mentoring this faculty member on this project?
- What changes, if any, would occur in this faculty member's job description if s/he were to receive this funding?
- Please share any additional information that would be helpful for the selection committees to consider.

Please note that endorsers will only see applicant's name, project title and offering cycle. The full scope of your proposal, including your personal need responses will not be included. These endorsements will be read by the committee that evaluates the scientific promise of the proposal.

EVALUATION CRITERIA

Your application will be considered incomplete until you submit all required materials. Incomplete applications will not be reviewed.

Academic Promise (two thirds of the overall score)

Materials submitted for this portion of the application are evaluated by the Faculty Affairs selection committee and assessed for academic promise. The evaluation of academic promise is based on the merits of the project and the support reflected in the endorsements from the project mentor(s) and the department chair/division chief.

Personal Need (one third of the overall score)

Responses submitted for this portion of the application are evaluated by a distinct committee focusing on the applicant's personal need, which encompasses challenges and obstacles experienced while in pursuit of an academic career. For this reason, we ask you to share information that is not generally required by most grant programs. This 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 fellowship descriptions available at <http://fa.hms.harvard.edu/shore>).

