

School of Medicine Faculty Council
Thomas Chi, MD, Chair

REQUEST FOR PROPOSALS
Proposals will be accepted until March 15, 2019

2019 SOM Faculty Learning and Development Fund

The Faculty Learning and Development Fund is intended to provide all School of Medicine faculty members with the opportunity to participate in a broad range of professional development activities. These include, but are not limited to, formal training courses to improve teaching or to develop new professional skills; leadership development programs; academic and research training courses; and external professional consultations.

Important Dates:

Posting Date: January 25, 2019

Proposal Due Date: March 15, 2019

Award Notifications: Late April/Early May

Guidelines:

1. All UCSF School of Medicine faculty are eligible to apply. Preference will be given to early career faculty.
2. UCSF faculty appointment must be at 50% or greater.
3. Awards are limited to \$5000.
4. Applicants may only receive one full or partial grant every 3 years.
5. Applicants must provide a detailed description of how the activity will benefit their career.
6. Applicants must demonstrate that the proposed professional development activity could not be funded through any other funding mechanisms.
7. Funding is for professional development activities that have occurred, or will occur during the 2018-2019 academic year (July 2018 – June 2019). Applications for the sole purpose of funding travel will be considered but applicants are encouraged to direct these toward travel-specific funding mechanisms.
8. All funds must be used by the end of June 2019.
9. All awardees will be required to submit a summary report of their activities and an explanation of how those activities benefited their professional career.

To better understand the scope of eligible activities, please review previously funded proposals here - <http://senate.ucsf.edu/chancellors-fund/far-fund-comments-som>

Application Process:

Application proposals should not surpass (2) single-spaced pages. Supporting documentation does not count towards the page limit. The application should address the following questions:

- I. Description of the proposed professional development activity.
- II. How this professional development activity would enhance faculty member's career.
- III. Explanation of why this professional development activity could not be covered from any other existing funding sources (e.g., Departmental funds, etc.)
- IV. Total costs with supporting documentation showing estimates, brochures for courses, etc.

Please submit your proposal in PDF format to kirstin.mcrae@ucsf.edu.