



2019-2020 UR-RCMI SCHOLARLY EXCHANGE REQUEST FOR APPLICATIONS

GOAL

To promote inter-institutional research collaboration between faculty, staff, and students from University of Rochester (UR) and Research Centers in Minority Institutions (RCMI) grantee institutions.

PURPOSE

To provide funding for active collaboration between UR and RCMI participants for the interactions leading to professional enrichment [training opportunities, networking, project development, research placement, pilot research data gathering, etc] that will produce abstracts, publications, or joint-grant applications between participating institutions.

AMOUNT AWARDED

Up to \$3,000 per participant.

TOTAL NUMBER OF PARTICIPANTS

Maximum of 5 per academic year for RCMI institutional faculty, students, and staff, and up to 5 per academic year for UR institutional faculty, students and staff.

TIMEFRAME

All expenses and scholarly exchange activities are to be completed prior to May 31, 2020.

ELIGIBLE APPLICANTS

Individuals underrepresented in the biomedical research workforce who are faculty, staff, advanced trainees (post-docs, residents, etc), or students (graduate and undergraduate level) in current active standing within UR and RCMI Institutions.

RESEARCH CENTERS IN MINORITY INSTITUTIONS (RCMI)

- *Charles R. Drew University of Medicine and Science*
- *The City College of New York*
- *Clark Atlanta University*
- *Florida A&M University*
- *Florida International University*
- *Howard University*
- *Hunter College*
- *Jackson State University*
- *Meharry Medical College*
- *Morehouse School of Medicine*
- *Morgan State University*
- *North Carolina Central University*
- *Northern Arizona University*
- *Ponce Health Sciences University*
- *San Diego State University*
- *Texas Southern University*
- *Tuskegee University*
- *University of California Riverside*
- *Universidad Central del Caribe*
- *University of Hawaii at Manoa*
- *University of Puerto Rico Medical Sciences Campus*
- *University of Texas at San Antonio*
- *University of Texas at El Paso*
- *Xavier University of Louisiana*

EXPENSES COVERED

Travel, transportation, housing, meals.

EXPENSES NOT COVERED

Salary, alcohol, personal purchases, activities currently covered by an existing grant.

Note: All airfare travel will be organized through our UR office and University preferred travel agency. Land transportation, housing, and meals will be responsibility of the participant and reimbursed after collaboration has concluded. An Employee Expense Report (F3 form) will need to be completed following the CTSI Travel Policy . Please wait 3 weeks for direct deposit reimbursement of expenses.

LENGTH OF EXCHANGE

There are no restrictions as to length of on-site interactions, as long as expected goals are met and expenses fit into available funding. Examples: A short-intense 3-day training on a specific topic/skill or 3 weeks of active collaboration in a research lab.

RESPONSIBILITY OF THE APPLICANT

To electronically complete and submit the application within the deadline period (by November 30, 2019), including all supporting documents. Applicants are responsible for directly connecting with institutional partners at the target institution. To identify a particular area of interest and what department and persons would be participating in the exchange, both from UR and RCMI. To project a reasonable amount of time for the UR-RCMI Exchange to take place, including possible dates, that allow for the goals expressed in the application to be reached. To prepare, 4 weeks post-exchange, a final presentation to the UR-RCMI committee (via Zoom teleconferencing) on the interactions taken place during the exchange, preferably with an abstract or possible conference or journal that is visualized for submission before year's end. To acknowledge the UR-RCMI Scholarly Exchange in any presentation, abstract, poster, publication, or conference participation that resulted from activities pertaining to this exchange.

APPLICATION INSTRUCTIONS

All applicants must fill out the attached 2019-2020 UR-RCMI Scholarly Exchange Application form in its entirety, including supporting documentation (if applicable), and send via email to CTSI_Education@urmc.rochester.edu with the subject title: *2019-2020 UR-RCMI Exchange Application*.

SUPPORTING DOCUMENTS

- Current CV
- Cover Letter (optional)
- Letter of support from program director or post-graduate mentor (for students and in-training applicants only) acknowledging that participation in this on-site collaboration requires the student to be away from campus and does not interfere with existing curriculum responsibilities.
- Letter of Invitation from target institution partner stating interest and ability to host the visitor.
- Note: Any missed classes, exams, or assignments from the student's institution are solely the responsibility of the student willingly participating in the UR-RCMI Exchange Activities.

DEADLINE

November 30, 2019

REVIEW PROCESS

A review committee will review the application and supporting documents. Funding decisions are made based on clarity of interactions, goals proposed, and feasibility within available funding. Please allow the committee's answer (acceptance or denial) to arrive via email within 3 weeks after the application deadline.

For further information, please contact:

Timothy Dye, PhD (UR-TL1 Director) at TIM_DYE@URMC.ROCHESTER.EDU

Caroline Callahan (RCMI Program Assistant) at CAROLINE_CALLAHAN@URMC.ROCHESTER.EDU

Links to information about the organizations referenced in this RFA are as follows:

[University of Rochester Clinical and Translational Science Institute](#)

[Research Centers in Minority Institutions](#)

[RCMI Translational Research Network](#)

2019-2020 UR-RCMI SCHOLARLY EXCHANGE APPLICATION FORM

Deadline: November 30, 2019

Name of Applicant:	
Title/Position:	
Institution/Department:	
Collaboration Interests:	
Proposed dates:	
Number of people who will participate from your institution (UR-RCMI award would fund):	
Name, department, and role of person(s) that will participate from your institution (UR-RCMI would fund):	
Name of person(s), institution, department, and role to host your UR-RCMI interaction: (include email)	
Objectives of RCMI Scholarly Exchange visit:	
Long-term goals of interaction:	
Additional Comments:	
Signature of Applicant:	Date:

For internal use of UR-RCMI Review Committee:

• **ACCEPTED**

• **DENIED**