

UNIVERSITY OF ROCHESTER  
CLINICAL AND TRANSLATIONAL SCIENCE INSTITUTE (CTSI)

**2018-2019 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 evidently 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, 2019.

**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*
- *NORTHERN ARIZONA UNIVERSITY*
- *THE CITY COLLEGE OF NEW YORK*
- *PONCE HEALTH SCIENCES UNIVERSITY*
- *CLARK ATLANTA UNIVERSITY*
- *TEXAS SOUTHERN UNIVERSITY*
- *FLORIDA A& M UNIVERSITY*
- *TUSKEGEE UNIVERSITY*
- *FLORIDA INTERNATIONAL UNIVERSITY*
- *UNIVERSIDAD CENTRAL DEL CARIBE*
- *HOWARD UNIVERSITY*
- *UNIVERSITY OF HAWAII AT MANOA*
- *HUNTER COLLEGE*
- *UNIVERSITY OF PUERTO RICO MEDICAL SCIENCES CAMPUS*
- *JACKSON STATE UNIVERSITY*
- *UNIVERSITY OF TEXAS AT SAN ANTONIO*
- *MEHARRY MEDICAL COLLEGE*
- *UNIVERSITY OF TEXAS AT EL PASO*
- *MOREHOUSE SCHOOL OF MEDICINE*
- *XAVIER UNIVERSITY OF LOUISIANA*
- *NORTH CAROLINA CENTRAL UNIVERSITY*

**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, original receipts provided, and an Employee Expense Report (F3 form) is signed. 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, including all supporting documents. 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 [2018-2019 UR-RCMI Scholarly Exchange Application form](#) in its entirety, including supporting documentation (if applicable), and send via email to [CTSI\\_Education@urmc.rochester.edu](mailto:CTSI_Education@urmc.rochester.edu) with the subject title: *2018-2019 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 student to be away from campus and does not intercede with existing curriculum responsibilities.

Note: Any missed classes, exams, assignments from student's institution are solely the responsibility of the student willingly participating in the UR-RCMI Exchange Activities.

**DEADLINE: January 25, 2019**

**REVIEW PROCESS:** A review committee, comprised of UR Faculty and staff, 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 committee's answer (acceptance or denial) to arrive via email within 3 weeks after application deadline.

For further information, please contact:

Timothy Dye, PhD (UR-TL1 Director) at [tim\\_dye@urmc.rochester.edu](mailto:tim_dye@urmc.rochester.edu)

Ivelisse Rivera, MD (UR-RCMI Exchange Coordinator) at [ivelisse\\_rivera@urmc.rochester.edu](mailto:ivelisse_rivera@urmc.rochester.edu)

Melissa Suter (CTSI Education Coordinator) at [melissa\\_suter@urmc.rochester.edu](mailto:melissa_suter@urmc.rochester.edu)

University of Rochester Clinical and Translational Science Institute

<https://www.urmc.rochester.edu/clinical-translational-science-institute.aspx>

Research Centers in Minority Institutions

<https://www.nimhd.nih.gov/programs/extramural/coe/rcmi.html>

**2018-2019 UR-RCMI SCHOLARLY EXCHANGE APPLICATION FORM**  
**Deadline: January 25, 2019**

Name of Applicant:	
Title/Position:	
Institution/Department:	
Collaboration Interests:	
Proposed dates:	
Number of people who will participate from your institution (UR-RCMI 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