April 19, 2016

Subject: Travel Stipend for 2016 AAMC Minority Faculty Career Development Seminar

The Office of the Associate Vice President for Health Equity and Inclusion will be sponsoring two travel stipends for the 2016 AAMC Minority Faculty Career Development Seminar which will be held September 15-18, 2016 in San Antonio, Texas.

The Minority Faculty Career Development Seminar is a three-day, multicultural leadership development seminar targeted to junior faculty who are members of under-represented racial and ethnic minority groups aspiring to leadership positions in academic medicine who are currently Senior Clinical and Research Fellows, Instructors, Assistant Professors, or Postdocs (MDs, PhDs and D/PhDs), and is open to any junior faculty member or postdoc who feels that the topics are of interest and/or appropriate to their professional development needs. Faculty that meet the registration requirements, regardless of racial ethnicity, are welcome to attend.

This travel stipend is for faculty members who are historically under-represented in medicine, Blacks/African Americans, Mexican Americans, Native Americans (that is, American Indians, Alaska Natives, and Native Hawaiians), Pacific Islanders, mainland Puerto Ricans, and LGBT in the biomedical sciences.

Sessions will help participants build skills, develop key competencies in academic and organizational leadership, grant writing, and communications, network, meet new colleagues and role models, share your experiences and challenges with your peers, and strategize, attend small group career consultation sessions to target specific professional development goals for advancement, explore the requirements for promotion, and acquire tools to get there. For more information, please visit the website.  
https://www.aamc.org/initiatives/diversity/portfolios/260940/minorityfacultycareerdevelopmentseminar.html

The $2,500 stipend will cover partial meeting registration and travel related costs. Any additional costs will need to be covered by your Department.

Each stipend candidate must complete the enclosed application and submit all three required components by **Monday, May 16, 2016** to Nancy DeMello, Executive Assistant at the Office of the Associate Vice President for Health Equity and Inclusion, at healthequity@hsc.utah.edu  phone: 801-585-1934.

Notification of stipend awardees will be announced by **Monday, June 13, 2016**. The stipend recipients will then need to register for the AAMC seminar by **the AAMC Deadline TBA, likely late July, 2016**.

**Please note that the travel stipend application requires a Department Chair signature. This indicates that the applicant is supported by his/her Chair, and that the Department will pay for any remaining expenses the $2,500 stipend does not cover.**

Please feel free to contact me with any questions or concerns at anamaria.lopez@hsc.utah.edu or 801-585-1934.

Best wishes,

Ana Maria Lopez, MD, MPH, FACP  
Associate Vice President for Health Equity and Inclusion  
University of Utah Health Sciences Center  
Director of Cancer Health Equity, Huntsman Cancer Institute  
Professor of Medicine. University of Utah School of Medicine
2016 AAMC Minority Faculty Career Development Seminar

Travel Stipend Application Form

Name & Degree(s):

Title:

Department:

Phone:

Email Address:

Race:  
- American Indian/Alaskan
- Black/African American
- White
- Not Disclosed/Unknown
- Other (please identify)

Ethnicity:  
- Hispanic/Latino
- Not Hispanic/Latino

Required Signatures:

Applicant Name ______________________________  Applicant Signature ______________________________

Department Chair Name ______________________________  Department Chair Signature ______________________________
1. **Application Justification** - please state why you would like to attend the seminar and how you believe it would benefit your career development and the School of Medicine. (250 words or less).

2. **Curriculum Vitae** - submit your CV with your application. It may be sent as a separate document.

**Submission Guidelines**

Submit a completed application (.word or .pdf) to Nancy DeMello at healthequity@hscc.utah.edu (801) 585-1934 by **Monday, May 16, 2016**.

- Signed Application Form
- Application Justification
- CV (can be sent separately)

- The two stipend recipients will be announced by **Monday, June 13, 2016**.
- The stipend recipients will then need to register for the seminar by **the AAMC Deadline TBA, likely late July, 2016**.
- Register for the seminar [here](https://www.aamc.org/initiatives/diversity/portfolios/260940/minorityfacultycareerdevelopmentseminar.html)