

## EMORY GLOBAL HEALTH INSTITUTE INDIVIDUAL FIELD SCHOLARS AWARD GUIDELINES AND APPLICATION

### **Purpose:**

The Emory Global Health Institute Scholars Award promotes student learning by linking academic study with practical experience in a global health context with an underserved/vulnerable population. Funding is available to provide financial assistance to all current Emory University students who are in good academic standing in order to help them complete a global health experience.

Awards will be based on availability of resources and the quality of student proposals. Students will be informed by the EGHI website ([http://www.globalhealth.emory.edu/what/student\\_programs/index.html](http://www.globalhealth.emory.edu/what/student_programs/index.html)) of the request for proposals and deadlines for submission. Projects are generally conducted during the summer months (mid-May to mid-August) although funds may be available for projects conducted at other times of the year depending upon availability of funds.

EGHI Scholars Award applicants are encouraged to identify a host organization, a field advisor/mentor, an Emory faculty advisor/mentor, and develop a project proposal early in the academic year to allow ample time for faculty consultations, site selection, securing appropriate letters of support, committee review, requested rewrites, and award processing.

### **Location:**

The location of the population may be in any country, but the applicant must demonstrate the explicit need of this population.

### **Scope:**

The Institute is interested in, but not limited to funding the following types of global health experiences: research, training, education, business and marketing, leadership development, health policy development and implementation, health promotion, disease prevention or treatment, social justice, and conflict resolution.

### **Program Principles:**

Proposal must address a global health issue in a vulnerable and underserved population.

### **Eligibility:**

- All current Emory University students who are in good academic standing with a minimum GPA of 3.0 are eligible to apply for funding through their school
- Student must be pre-registered in the semester following the experience
- Student must have completed at least one year at Emory in the school sponsoring the application
- Student must have prior research experience/classes or participation in an independent project
- Proficiency in the language of the country is preferred, but not mandatory. If language proficiency is not adequate, clear plans must be made for managing communication, such as hiring translators.
- The field experience must be a minimum of six weeks and a maximum of one semester

- Priority will be given to students who have not had a global health experience previously

**Restrictions:**

- **Students may receive only one GHI award. If a project proposal is not funded, students may apply again in subsequent rounds.**
- **PhD dissertation proposals are not eligible for funding**

**Requirements:**

- **Students are required to attend a pan-university session on health and security. The 2018 session format is currently being established and will be announced at the beginning of the spring semester.**
- **Students are required to attend the Global Health Institute Scholars Symposium in the semester after their experience (fall 2018, date TBD), provide a one-page summary and a photograph that captures the experience, suitable for posting on the Institute's website.**
- **Students who are conducting research must complete CITI (Collaborative IRB Training Initiative) certification and IRB submission before funds will be awarded. If student will be included under the IRB umbrella of the project, the PI must provide proof of the student's status. Proof of CITI certification and IRB submission must be provided. Details of the IRB application process are available on the Emory IRB website at <http://www.emory.edu/IRB/>.**
- **Recipient must register travel with International SOS: <https://login.emory.edu/idp/Authn/UserPassword>**
- **Recipient must acknowledge EGHI on all scientific papers and presentations that result in whole or in part from this award.**

**Submission Deadlines:**

Summer 2018 experiences deadline is **March 5, 2018.**

(Applications for current public health students, including for dual degree students, are the GFE application. There is not a separate application for an individual award for RSPH students.

Through the GFE process, proposals will be identified and nominated to receive EGHI funding.)

**Award Amounts:**

- Awards will be made based upon the availability of resources.
- A maximum award amount is \$3,000.
- Maximum number of projects funded in 2017 -- four.

**Appropriate Uses of the Award:**

- Direct project costs (surveyors, equipment, lab supplies)
- Travel to and from the field site (airfare, in-country transportation)
- Visa and passport fees
- Immunizations pertinent to the proposed project
- Room and board while at the field site

**Inappropriate Uses of the Award:**

- Attendance at a national or international conference or meeting
- Fact finding or exploration of potential site
- Tuition
- School supplies
- Other school-related expenses
- Contingency funds

**Application Process:**

Submit application electronically to contact Suzanne Mason at [smason@emory.edu](mailto:smason@emory.edu).

Complete the application coversheet (found at the end of this document), then provide the following:

1. Provide a maximum one-page abstract of the proposal
2. Formal proposal – limited to 1,500 words
  - Background information for proposed project, including what the project will add to the scientific literature.
  - Significance and justification for the proposed project – What will be the scientific merit of the project? Why is this important to global health and to this population in particular?
  - Project objectives – Specific project objectives placed in the context of your host organization’s goals and objectives.
  - Applicant’s Role – What is your specific role and responsibility for the project? Is the approach going to help you achieve your objectives?
  - Methods – Brief description of intended activities and significant methods. Not all applications are research proposals but you still have to have a method to achieve your objectives.
  - Timeline – must be a minimum of 6 weeks in duration and maximum of one semester.
  - Learning objectives and career/education goals – What skills, knowledge, and experience do you expect to gain as a result of this project? How does the project relate to your career goals or your major?
  - Budget - Be very clear about how much the project is going to cost. Line items must include travel costs, project costs, source of additional funding, etc. Please include any in kind contributions on behalf of the in country organization.
3. Letter of invitation and/or approval from sponsoring organization with evidence of field advisor/mentor. Proposals will be automatically rejected if documentation of support is not included in the application.
4. Letter of recommendation for student from an Emory faculty member who is familiar with student and their capacity for success in a global health setting.
5. Current resumes or CV for student, Emory faculty mentor and field mentor
6. Experiences, coursework or cultural exchanges that have prepared you for this experience; what you feel you bring to this project
7. List your proficiency of the language of country/region in which project will take place. If applicable, describe plans for translation and communication.
8. Have you had a previous global health experience while attending Emory? If so, please list country and nature of experience. (Priority will be given to students who have not had previous global health experience.)
9. What is the value of this proposal in providing a service to the agency or community?
10. What tangible benefit will the targeted community receive from this project?
11. Will project results potentially be publishable in a peer-reviewed journal? Will student seek publication?
12. Please include a statement addressing how you learned about this project.

**Review Process:**

EGHI will have a competitive review process and the review committee will be comprised of faculty, appropriate student and staff from related academic disciplines. EGHI will make the final award decision.

**Review Criteria:**

- Significance of chosen global health issue
- Scientific merit of study
- Justification for location and population
- Feasibility of proposal within time allotted
- Do methods match research question or project purpose
- Demonstrated global health impact or value of service to agency or community
- Commitment as indicated by a well-thought-out plan and arrangements to obtain additional funds to complete the project
- Letter of support/recommendation from Emory faculty member
- Evidence of field agency/institutional support
- Evidence of field mentor support
- Additional faculty recommendations
- Relevance to career/educational objectives
- Language proficiency for country/region and/or plans for translation and communication
- Sustainability of project
- Tangible benefit to the community
- Potential for publication in peer reviewed journal

**Important Note:**

- **The Emory mentor(s) is/are the Principal Investigator(s) of any project and consequently has/have the final authority for the project details. A mentor is able to withdraw a student from the project before departure or in the field if he/she has concerns about a student's role, lack of professionalism, or performance. This determination is the mentor's sole discretion. If a student is removed from a project, the student may be required to reimburse the Emory Global Health Institute for the award it provided to the student. Such decision about reimbursement shall be the sole discretion of the Global Health Institute.**
- **If you decide to leave completion of the project, you may be responsible for reimbursing the Institute for up to the entire award provided. Such decisions about reimbursement shall be the sole discretion of the Emory Global Health Institute.**

**Student must initial this statement as proof of agreement\_\_\_\_\_**

Please direct questions to Suzanne Mason, Manager, Global Learning Programs, Emory Global Health Institute, [smason@emory.edu](mailto:smason@emory.edu) or 404-727-1425.

**Global Health Institute**  
**INDIVIDUAL FIELD SCHOLARS APPLICATION COVER SHEET**

Name of Applicant:

School/Department at Emory:

Current mailing address:

Email address:

Telephone number:

Cell phone number:

Number of semester hours completed as of application deadline:

Have you had a previous global health experience while attending Emory? If so, please list country and nature of experience.

Are you currently a student in good academic standing? Circle one:

Yes

No

Current GPA: \_\_\_\_\_ (Minimum GPA 3.0)

Title of Project:

How long is the proposed field experience? (Minimum of 6 weeks required)

In what country do you propose to do a field experience and identify target population?

Will this field experience be used for a thesis requirement? Circle one:

Yes

No

Not Sure

Will this field experience be used to fulfill a practicum requirement/experience?  
Circle one:

Yes

No

Not Sure

Emory Faculty mentor:

Email address of mentor:

Mentor signature:

In-country agency/organization:

Family/emergency contact information:

Name:

Relationship:

Address:

Telephone number:

Email address:

**PLEASE ATTACH THIS COVERSHEET TO THE APPLICATION MATERIALS  
AND SUPPORTING DOCUMENTATION IN THE REQUESTED ORDER AND  
SUBMIT ELECTRONICALLY TO Suzanne Mason, [smason@emory.edu](mailto:smason@emory.edu) .**