



# 2018 Medical Student Service Leadership Project Grant

**Purpose:** To support leadership development for medical students.

**Background:** Alpha Omega Alpha is committed to preparing future leaders in medicine and health care. Leadership is about making a positive difference and can be developed through education, observation, experience, and by working with leader mentors. Service learning provides excellent opportunities for students to develop as servant leaders. Only one team from each school may be nominated.

**The Grant:** The grant is a three-year grant with each winning team's medical school/institution to receive \$5,000 the first year, \$3,000 the second year, and \$1,000 the third year. The grant will be paid to the sponsoring institution. Payee name must be included in the application. No indirect costs will be paid.

## Eligibility:

- A team of students at a school with an AQA Chapter or association. Teams with AQA members serving as team leaders will be given priority consideration.
- Proposals with matching institutional or dean's funds also will be given priority consideration.
- Only one proposal may be awarded to an institution every three years.
- Applications must be for new projects with the potential to generate future support from the medical school or other sources, not supplemental funding for existing programs. A new component of an existing program is eligible.
- All AQA members in the submission packet must have active status.

## Requirements:

- A service learning project for an underserved population, e.g., the indigent, immigrants, refugees, homeless, etc., or a service project related to professionalism in a school, hospital, or clinic.
- A description about how the program, mentor, and service learning experience will teach leadership.
- A detailed description of the ways in which the project will incorporate leadership development into the curriculum / experience.
- A detailed description of regular team meetings with the mentor related to leadership, service, and reflection.
- Submission of an annual progress report each year, and a final report to the AQA National Office upon completion of the third year.
- Funding for the second-year and third-year is contingent on acceptance of the report for the previous year's work.

## Dates for application:

2/01/2018	Application from the AQA Councilor to the AQA National Office
4/02/2018	AQA National Office announces awards
2/28/2019	First-year progress report due to the National Office, including budget
2/28/2020	Second-year progress report (+ budget) due
2/28/2021	Third-year progress report (+ budget) due

### **Application to the Councilor:**

The Councilor and his/her selection committee will choose the proposal judged to be the most promising and with a high probability of completion. The following must be submitted:

1. The completed checklist (see attached).
2. A four-page description of the project with a detailed budget written by the student team leader. Details of the role of the students in project preparation and execution must be provided.
3. Description of the team and team leaders and leadership components, including ways in which students will have opportunities to develop leadership skills.
4. Description of AΩA Chapter role in project (if applicable).
5. Description of the role of the faculty mentor(s)/ advisor(s), and leadership curriculum for the students.
6. A letter of support from the faculty mentor(s) that indicates the mentor's commitment of time and interest to the project, the students, and leadership development.
7. Faculty mentor biosketch(es) (three to four pages).

### **Application to the National Office:**

The proposal selected by the Councilor must be sent to the National Office, and must include, in addition to the above items:

1. A letter of endorsement from the AΩA Councilor.
2. A Dean's endorsement that comments on the student team leader's achievements and potential, and the suitability of the faculty sponsor for mentoring.
3. Commitment of matching funds by the Dean or school.

All materials must be submitted as a single PDF or a set of the PDFs in the format listed on the checklist. Incomplete applications will not be considered. E-mail the application to [msslp@alphaomegaalpha.org](mailto:msslp@alphaomegaalpha.org) no later than **February 1, 2018**.

**For more information:** contact Jean Holzward at 720-859-4149 or [msslp@alphaomegaalpha.org](mailto:msslp@alphaomegaalpha.org).

# Checklist: AQA Medical Student Service Leadership Project Grant

Title of Project:			
Correspondence address:			
Councilor name(s) and phone numbers			
AQA # (if applicable)			
	First Name	Last Name	Address
Dean			
AQA # (if applicable)			Email
Student leader			
AQA # (if applicable)			
Member			
AQA # (if applicable)			Email
Member			
AQA # (if applicable)			
Member			
AQA # (if applicable)			Email
Mentor leader			
AQA # (if applicable)			Email
Mentor			
AQA # (if applicable)			
Add more rows as needed. Include all members and mentors			

**Checklist for submission to  $\Omega$  councilor:**

	Item	File Name
	Completed checklist	1-Checklist.pdf
	Four-page summary (single-spaced, 12 point type, 1-inch margins)	2-Summary.pdf
	Project description	
	Budget	
	Role of students in project preparation and execution	
	Description of team, team leaders, and leadership components	3-Team.pdf
	Description of AQA chapter role in project	4-AOChapter.pdf
	Description of the role of faculty mentor(s)/advisor(s) and leadership curriculum for students	5-Leadership.pdf

	Letter of support from faculty mentor(s)	6-Mentor.pdf
	Faculty mentor biosketch(es)	7-Biosketch.pdf

**Checklist for submission to National Office by February 1, 2018)**

	Letter of endorsement from AΩA Councilor	8-Councilor.pdf
	Letter of endorsement from Dean	9-Dean.pdf
	Commitment of matching funds by Dean or school	10-Matching.pdf