

Carilion Educational Fund

Program Overview

Carilion Clinic invites Virginia Tech faculty, staff, and students to submit funding proposals to support conferences, seminars, and related activities which align with Carilion's mission of improved health and economic vitality in the region. Focus areas include community health and clinical services, particularly behavioral health, neurosciences, internal medicine/infectious disease and orthopedics. This would include all requests to Carilion Clinic, such as sponsoring conferences, seminars, special events, business projects/competitions, etc. with the exception of advertising requests. Proposals should advance Carilion's mission of improving regional health status, clinical innovation in focus areas and increasing regional vitality.

Funding

Carilion has established an incentive funding pool of \$10,000 to be awarded on a bi-annual basis. Proposal are due April 15, 2018 and October 15, 2018. Funded projects must be implemented between June 1, 2018 – December 31, 2019.

Up to \$2,500 may be requested. Proposals should include departmental funding, which may include "in-kind" contributions. Proposals will be evaluated and awarded by a review committee with representatives from Carilion and Virginia Tech.

Proposal Components

Proposals should consist of a brief narrative, departmental approval, and project budget.

Narrative: 1-2 pages including the following information:

- Program content, intended audience, and anticipated number of attendees
- Description of program objectives and relationship of the program to Carilion's major priorities.
- List of participating faculty and departments
- Description of planned program, timeline, and anticipated impacts

Budget: Attach a separate page with an itemized budget that includes sources of matching funds and signatures of authorizing faculty.

Proposal Deadline

Proposals should be electronically submitted to Susan Short at sshort@vt.edu by April 15, 2018.

Reporting Requirements

A brief final report is requested at the completion of the program. It should include the following information:

- Summary of program and participating faculty
- Evaluation of program outcomes and impact
- Narrative describing next steps and future plans

Questions about the Carilion Education Fund can be directed to Susan Short at sshort@vt.edu or Shirley Holland at sbholland@carilionclinic.org.