



Howard Hughes  
Medical Institute

HOWARD HUGHES MEDICAL INSTITUTE

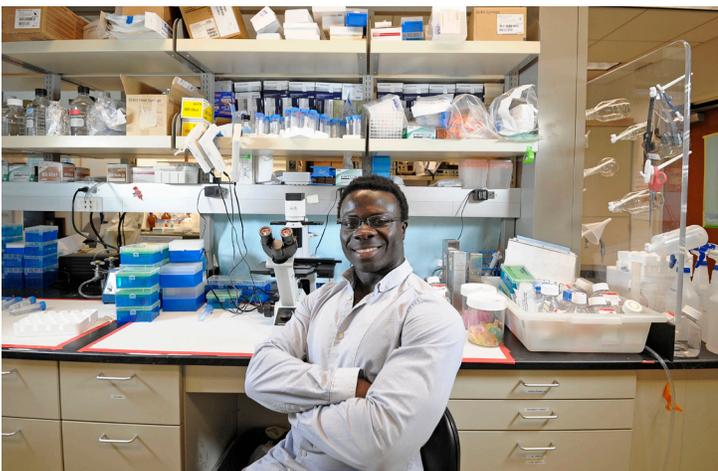
# GILLIAM FELLOWSHIPS *for* ADVANCED STUDY

2019 PROGRAM ANNOUNCEMENT

Application Deadline:  
January 18, 2019

Award Notification:  
June 2019

Fellowship Term Begins:  
September 1, 2019



## HOWARD HUGHES MEDICAL INSTITUTE

[www.hhmi.org](http://www.hhmi.org)

*The Howard Hughes Medical Institute (HHMI) plays a powerful role in advancing scientific research and education in the United States. HHMI's program in biomedical research rests on the conviction that scientists of exceptional potential, commitment, and imagination will make fundamental discoveries for the betterment of human health if they receive the resources, time, and freedom to pursue challenging questions. The Institute's science education programs support initiatives with the power to transform education in the life sciences for all students. Our objectives are to recruit and develop students with the potential to become future leaders of science and science education, and to promote scientific literacy among all students by partnering with faculty and institutions committed to developing student talent. Just as today's researchers solve complex questions by working across scientific disciplines and integrating tools from these disciplines, HHMI seeks to support science education by integrating a variety of tools and approaches that will engage students in science. Innovation in science depends on the continued development of a diverse population of scientists and students.*

### THE JAMES H. GILLIAM, JR. FELLOWSHIPS FOR ADVANCED STUDY [www.hhmi.org/gilliam](http://www.hhmi.org/gilliam)

The Gilliam Fellowships for Advanced Study were created in 2004 in honor of the late James H. Gilliam, Jr., a charter Trustee of HHMI and chair of its Audit and Compensation Committee. Mr. Gilliam was a respected business and civic leader who spent his life nurturing excellence and diversity in science and education.

The goal of this graduate fellowship program is to increase the diversity among scientists who are prepared to assume leadership roles in science, particularly as college and university faculty. The program provides awards to pairs of students and their dissertation advisers who are selected for their scientific leadership and commitment to advance diversity and inclusion in the sciences.

## ELIGIBILITY

HHMI's Gilliam Fellowships for Advanced Study are open to eligible pairs comprising thesis advisers and PhD students ("adviser-student pairs"). Application for the Gilliam Fellowships for Advanced Study is by invitation only.

- Adviser-student pairs from eligible disciplines<sup>1</sup> must be nominated by the HHMI-designated institutional representative.
- Prospective fellows must be U.S. citizens, U.S. permanent residents, or undocumented individuals who were granted temporary permission to stay in the U.S.<sup>2</sup>, and be from racial, ethnic, or other underrepresented groups in the sciences, or Alumni of the HHMI EXROP and be at the appropriate program stage of their PhD training.

Nominations must be made for students in their second or third year of a PhD program who have advanced to candidacy by September 1, 2019.

Students who are enrolled in an MD/PhD or other dual-degree program are not eligible.

## UNDERREPRESENTED GROUPS

The following racial and ethnic groups have been shown to be underrepresented in biomedical research<sup>3,4</sup>: African Americans, Latino/Hispanic Americans, Native Americans/ Alaska Natives who maintain tribal affiliation or community attachment, Hawaiian Natives and natives of the U.S. Pacific Islands.

In addition, it is recognized that underrepresentation can vary from setting to setting. As such, individuals from racial or ethnic groups, or individuals who come from a social, cultural, or educational environment<sup>3</sup> that can be convincingly demonstrated to be underrepresented at the graduate level and specifically supported by the nominating institution's policies and resources, may be included.

Individuals with disabilities are defined as those with a physical or mental impairment that substantially limits one or more major life activity<sup>3</sup>.

<sup>1</sup> The adviser-student pairs must be studying scientific problems in biomedical and life science disciplines including plant biology, evolutionary biology, biophysics, chemical biology, biomedical engineering, and computational biology.

<sup>2</sup> <https://www.uscis.gov/archive/consideration-deferred-action-childhood-arrivals-daca#guidelines>

<sup>3</sup> <https://grants.nih.gov/grants/guide/notice-files/NOT-OD-18-210.html>

<sup>4</sup> <https://www.nsf.gov/statistics/showpub.cfm?TopID=2&SubID=27>

## LOCATION OF STUDY

Gilliam fellows may study or engage in research away from their fellowship institution during any portion of the fellowship if, in the judgment of their faculty mentor, such an arrangement would further their training.

## FELLOWSHIP TERM

The Gilliam Fellowships for Advanced Study will support students for up to three years of their dissertation research, typically in years 3-5 of their PhD studies. Continuation of support is contingent on annual participation by the thesis adviser and student fellow in Gilliam programming and an annual progress report that includes notification to HHMI that the fellow is making satisfactory progress toward the PhD. Fellows must engage in their PhD studies full time for 12 months of each fellowship year, and the fellowship years must be consecutive. Those who attend institutions with no formal summer session must make institutionally approved arrangements for directed study or research during that period.

The term of the fellowship is up to three consecutive years unless a leave of absence is granted by the fellowship institution and approved by HHMI.

## CONDITIONS OF APPOINTMENT

Recipients of HHMI's Gilliam Fellowship for Advanced Study may begin the fellowship no earlier than September 1, 2019. Gilliam fellows are required to be enrolled in a program leading to a PhD or equivalent degree in eligible disciplines. The degree program may include a reasonable amount of teaching or similar professional development activities. Scholarly development of the fellow, and not service to the institution, should govern the participation of the fellow in such activities. Fellows are required to participate in the annual Gilliam Fellows meetings.

HHMI provides resources to support the development of mentoring skills of the thesis adviser. The adviser is expected to participate in these activities, including on-line interactive webinars and two in-person workshops—the first will be in early April, 2020, and the second will be in conjunction with the annual Gilliam Fellows meeting in the autumn of 2020. During the application and processing of the 2019 awards, the thesis adviser will confirm her/his commitment to participate in the mentor development activities.

Please note that any changes in thesis adviser, area of research, or fellowship institution will require prior HHMI approval for continuation of the fellowship. Advisers and Fellows are expected to behave according to the highest scientific and ethical standards and in compliance with all applicable laws, regulations, and policies, including policies concerning the protection of human research subjects,

humane care and use of laboratory animals, and laboratory safety. Advisers and Fellows are responsible for conducting research and preparing research results for publication within the established guidelines of the fellowship institution. HHMI does not assume responsibility for research findings or their interpretation.

## DEFERRAL OF AWARD

HHMI recognizes that students may be applying for and awarded multiple fellowships. If awarded another graduate fellowship, HHMI program staff will work with the awarded student and the faculty adviser to determine how and when to activate the Gilliam award. Deferral of the Gilliam Fellowship can be for up to one year to accept funding from another agency. The Gilliam award cannot be deferred for training grants.

Deferrals may also be granted for activities intended to broaden the educational experiences of the fellow. Regardless of the reason for deferral, the Gilliam award will support the adviser-student pair for three consecutive years or until the end of the sixth year of study, whichever comes first.

Please note that awarded thesis advisers and fellows are expected to participate fully in HHMI programming as listed in the "Conditions of Appointment" section, even if they defer. An adviser-student pair wishing to defer the Gilliam fellowship should contact HHMI as soon as possible.

## STIPENDS AND ALLOWANCES

For the 2019–2020 fellowship year, the total amount awarded to the institution is \$50,000. HHMI will provide the funds to the fellowship institution, which in turn will pay the fellow and adviser. In order to allow for some fiscal flexibility, the institution/thesis adviser may substitute or augment funds as long as the following minimal amounts are applied to each of the four categories:

1. The annual Fellow stipend is \$33,000. There is no dependency allowance.
2. In addition to the stipend, the award provides the fellows an annual educational allowance of \$3,000, which may be used for professional development–related expenses, including books and supplies, journal subscriptions, computer and computer-related expenses, travel to scientific meetings, professional dues, and tuition for special courses or workshops. The educational allowance is intended to be for the fellow and cannot be used by the fellowship institution to pay for institutional fees or research costs. Research costs should be covered by the adviser, department, or institution.

3. HHMI also provides an annual institutional allowance of \$10,000 in lieu of tuition and other fees. If the cost of tuition and fees is less than \$10,000, any remaining funds are to be used to supplement diversity and inclusion activities at the graduate level. If the cost of tuition and fees exceeds \$10,000, the institution must agree to waive any amount greater than \$10,000. The fellowship institution must agree that the fellow will be exempt from tuition and fees normally charged to students of similar academic standing.
4. The remaining funds of the HHMI award (at least \$4,000 per year) are to be used by the thesis adviser to support local activities aimed at advancing diversity and inclusion at the graduate level. Activities should be addressing challenges faced at the graduate level.

The fellow may elect to use the educational allowance to cover his or her health insurance if insurance coverage is optional at the fellowship institution. If health insurance is required at the institution, then the costs should be part of the institutional allowance. Gilliam fellows are not permitted to supplement the stipend by private employment or consulting work, or to receive significant funds from other fellowship/scholarship sources or from training grants. However, the institution may supplement the HHMI stipend in accordance with its usual policy for comparable graduate students.

## EVALUATION AND SELECTION

HHMI's Gilliam Fellowships for Advanced Study are awarded on the basis of (1) commitment and/or demonstrated ability of the institution and the thesis adviser to develop outstanding scientists especially those from underrepresented groups, and (2) the candidate's promise as a scientific investigator, potential for leadership in the scientific community, aspiration for a career in academia, and a commitment to advance diversity and inclusion in science. The adviser and student applicant's qualifications and the mentoring environment, as described in the nomination and supporting letters as well as the mentoring plan, will be assessed by a panel of scientists and scientist educators selected by HHMI.

## NOMINATION

All applicants must be nominated. HHMI designates the nominator and the number of nominations allotted to each institution. EXROP alumni must also be nominated by the head of their graduate program. EXROP alumni interested in applying will receive instructions from HHMI staff in August. The EXROP alumni do not count against the total number of nominations allocated to the invited institution.

The nomination initiates the application process and all of the materials and information provided will be key elements that shape the judgements of the reviewers.

All nominations must be submitted to HHMI via the HHMI online Pathway system. Log-in information will be provided to the institutional representative eligible to nominate student-adviser pairs. Notifications will be sent to the institutional nominator in August, the submission portal opens in late August and the deadline for nominations for the 2019 competition is October 25, 2018.

The nomination will include the following information:

- How the adviser-student pair fit the eligibility requirements;
- An explanation of how the adviser-student pairs were internally selected;
- A letter that provides evidence that the thesis adviser has the interest, demonstrated ability, and commitment to successfully develop the talents of students, including those from underrepresented groups;
- Evidence that the training grant or graduate program is committed to advancing diversity and inclusion in science;
- How HHMI's Gilliam Fellowship for Advanced Study will improve the quality of the graduate program and create an inclusive environment; and
- Completion of a table on doctoral enrollment and degree attainment.

## APPLICATION

**There are two parts to the application.**

### From the thesis adviser:

- A current curriculum vitae that includes a description of 5 publications relevant to the student's research project, a trainee record, and trainee career outcomes;
- A list of current and pending research support;
- A plan that describes the challenges in creating an inclusive environment at the graduate level and how the award will be used to advance diversity and inclusion at the graduate level;
- A mentoring plan that must:
  - Be tailored to the student, including a description of strengths, motivations, and areas to be further developed;
  - Reflect on the importance of diversity and inclusion in science;
  - Have a conflict resolution strategy;
  - Include a clear statement in which the adviser agrees to participate in the mentor development activities and to attend at least two annual meetings of the Gilliam Fellows. (Expenses for the mentor development activities and attendance at the annual meetings will be paid by HHMI.); and
- A narrative on what the adviser hopes to get out of the training and how he/she will assess the effectiveness of the training.

- A letter of support that details evidence of the student's:
  - Promise as a scientific investigator;
  - Potential for leadership in the academic and scientific community; and
  - Commitment to diversity and inclusion.

**From the prospective fellow:**

- Applicant's information, including name, current and permanent addresses, email address, and other pertinent contact information;
- Educational history, including names of all undergraduate and graduate institutions attended, dates of attendance, and degrees obtained. Transcripts are not required.
- A list of publications authored or co-authored by the applicant, describing findings and contributions;
- A dissertation research plan with relevant literature cited; and
- A career statement describing how the applicant's personal experiences and training inform his/her science and how the applicant will make the scientific culture more inclusive; and
- A letter of support that details evidence of the student's:
  - Promise as a scientific investigator;
  - Potential for leadership in the academic and scientific community; and
  - Commitment to diversity and inclusion.

## DEADLINES

***Nomination:***

2 p.m. (Eastern Standard Time), October 25, 2018

***Application (from both the Adviser and Student):***

2 p.m. (Eastern Standard Time), January 18, 2019

All materials must be submitted via HHMI's online Competition System (HHMI Pathway).

## FOR MORE INFORMATION

[www.hhmi.org/gilliam](http://www.hhmi.org/gilliam)

All inquiries and other correspondence regarding HHMI's Gilliam Fellowships for Advanced Study should be directed to:

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This announcement sets forth basic program information. All fellowships are subject to the provisions summarized in the Information Booklet for Fellowships, which will be available at <http://www.hhmi.org/gilliam>.