School of Medicine - Academic Affairs Office
Faculty Travel Awards for Child, Elder or Dependent Care

AMOUNT OF AWARD:
- Maximum $2,000 for one professional conference/meeting
- In order to distribute the funds equitably, faculty members may only receive one travel award. Repeated awards will not be granted.

ELIGIBILITY:
- School of Medicine faculty member
- Rank: Assistant, Associate, Professor
- Series: Adjunct, Clinical X, HS Clinical, In Residence, Ladder Rank

CRITERIA:

a. The Faculty Travel Award is for faculty members who have significant childcare, eldercare, or other dependent care responsibilities and plan to attend a national or international professional conference/meeting.

b. The Faculty Travel Award is intended to support professional development and national/international recognition. The faculty applicant must make a presentation at the professional conference/meeting in order to apply for the travel award.

c. The faculty member must utilize the Faculty Travel Award to support childcare, elder care or other dependent care expenses which are incurred in conjunction with attendance at the professional conference/meeting.

APPLICATION PROCESS:

a. Contact Ms. Sheila Quimpo via email at Sheila.Quimpo@ucsf.edu regarding the travel award application process.

b. Prepare a budget that describes how the Faculty Travel Award funds will be used to support expenses for childcare, eldercare or dependent care. Expenses may be incurred at either the site of the professional conference/meeting or at home.

c. Submit a one paragraph description that summarizes why this funding is important and how participation in the professional conference/meeting and the presentation will enhance career advancement.

d. Funding must be requested at least one month ahead of travel and notification will occur within two weeks of receipt of the application.

e. Awards are granted on a rolling basis throughout the year until the funds have been expended.