

Request for Applications (RFA)
Pre-JAMP Undergraduate Internship Program, RFA 09-01C

Eligible Applicants: All JAMP undergraduate partner institutions

Key Dates: Application Due Date: **January 29, 2010**

Earliest Anticipated Start Date: **March 1, 2010**

End Date: **August 31, 2010**

Program Purpose: The Pre-JAMP Internship Program is intended to increase the preparedness of freshman and rising sophomore undergraduate students to compete for admission into the Joint Admission Medical Program (JAMP) at their home colleges and universities.

Anticipated Number of Internships: Up to 40 Internships will be awarded, based on the quality of plans submitted. Applicants can request up to two student internships.

Internship Awards: Funding of up to \$4,800 (total award) is available to each student (Intern) selected for the program. Intern funding may not exceed \$12 per hour, including fringe benefits. Institutional Overhead, often referred to as Facilities and Administration (F&A) or Indirect Costs, tuition and fees, and supply charges cannot be paid through this grant. Internship sites will be selected based upon (a) documentation that proposed internship activities are likely to improve the recruitment of undergraduate students into JAMP, and/or (b) the quality and innovativeness of activities proposed to prepare pre-JAMP undergraduate students for the JAMP experience.

The individual design of each internship program will vary by university and student background. However, all internship programs are expected provided hands-on research experiences for selected students. Internship programs may provide concurrent clinical experiences for interns who have little or no health care clinical exposure, but the majority of learning experiences must be research-based. The internship program may run during the summer, during the regular academic year, or a combination of both.

Requirements of Pre-JAMP Internship Applicants: Applicants' proposals should present a plan for recruiting qualified pre-JAMP students and monitoring students' progress in the program. Proposals also must describe clearly the components of the internship to be implemented. Program mentors will vary, but the project director for each proposal must be the JAMP Faculty Director at the applicant institution.

Internship Application Process: Interested parties should submit applications to the JAMP Office via email (see address below.) Applications should be produced in Microsoft Word and be no more than pages four (4) pages (including references) in length. In addition, applicants must submit the attached Excel budget document with appropriate signatures. The proposal should be single-spaced, with ¾-inch margins on all sides, and should use 11 point Arial or Helvetica font. All applications must be received by the JAMP Offices, via email (jamp@utsystem.edu), by January 29, 2010. Please include a brief cover letter in the body of the email message, with the Word document and the budget (Excel) attached.

Review Processes/Further Information: Applications will be reviewed to ensure that all required materials have been submitted. Awardees will be selected by a committee of the JAMP Council, based on: (a) evidence that the proposed approach will be effective (e.g., outcome data on participant selection into JAMP.); (b) clarity of the recruitment plan; (c) feasibility of the proposed internship program. Questions regarding the application process or requirements of awardees should be directed to the JAMP Office (phone: 512.499.4352; email jamp@utsystem.edu).

