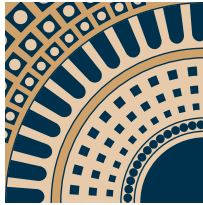


CALL FOR APPLICATIONS



THE
ROBERT
WOOD
JOHNSON

HEALTH
POLICY
FELLOWSHIPS
PROGRAM

2007–2008

Deadline: November 17, 2006



Robert Wood Johnson
Foundation

PROGRAM OVERVIEW

(Please refer to specific sections for complete details.)

Purpose

The *Robert Wood Johnson Health Policy Fellowships Program* provides the nation's most comprehensive experience at the nexus of health science, policy and politics in Washington, D.C. The fellowship is an outstanding opportunity for exceptional midcareer health professionals and behavioral and social scientists with an interest in health to experience and participate in the health policy processes at the federal level and to use that experience to provide leadership to improve health, health care and health policy at the national, state or local levels.

Eligibility Criteria (page 5)

Exceptional candidates from academic faculties and nonprofit health care organizations are encouraged to apply. Applicants may have backgrounds in the following disciplines: allied health professions; biomedical sciences; dentistry; economics or other social sciences; health services organization and administration; medicine; nursing; public health; or social and behavioral health.

Applicants must be citizens or permanent residents of the U.S. or its territories at the time of application.

Selection Criteria (page 5)

Fellows will be selected based on the following criteria:

- Professional achievements.
- Potential for leadership in health policy.
- Potential for future growth and career advancement.
- Interpersonal and communication skills.
- Individual plans for incorporating the fellowship experience into specific career goals.

Total Awards

Up to 10 grants of \$155,000 each will be made in 2007. Each fellow will receive up to \$84,000 for the Washington, D.C. year (September 1, 2007 through August 31, 2008) plus fringe benefits corresponding to the level of salary support. Remaining funds may be used for preapproved leadership development activities for up to two years following the Washington year. Total support for the three years may not exceed \$155,000. In addition, fellows will receive a relocation allowance for the move to Washington, D.C.

Key Dates and Deadlines

- **November 17, 2006**—Deadline for receipt of applications.
- **January 25, 2007**—Selection of semifinalists.
- **February 14, 2007**—Board interviews semifinalists and announcement of selected fellows.

All application materials should be submitted by mail and received no later than Friday, November 17, 2006.

How to Apply (page 7)

This program accepts paper applications only.

The Robert Wood Johnson Health Policy Fellowships Program

Phone: (202) 334-1506

E-mail: mmichnich@nas.edu or jsolomon@nas.edu

www.healthpolicyfellows.org

BACKGROUND

The Robert Wood Johnson Foundation (RWJF) has a history of investments that seek to build and maintain a strong and diverse leadership and workforce in health and health care, as well as to help develop specific fields.

The *Robert Wood Johnson Health Policy Fellowships Program* seeks exceptional midcareer health professionals and behavioral and social scientists with an interest in health who: 1) possess the skills and commitment to use the fellowship experience to provide leadership in improving health, health care and health policy at national, state or local levels; 2) bring a depth of expertise and knowledge about health and health care to the policy-making process; and, 3) can offer an informed perspective on important and perplexing questions facing health policy-makers.

Fellows actively participate in the formulation of national health policies in congressional and executive offices and accelerate their careers as leaders in health policy. Initiated in 1973, this program is part of the Foundation's Human Capital portfolio and is conducted by the Institute of Medicine (IOM) of the National Academies.

THE PROGRAM

The fellowship is a one-year residential experience in Washington, D.C. Up to 10 fellows will be selected for the program.

The Washington experience prepares individuals to influence the future of health care and accelerate their own career development. Beginning in September with an intensive three-and-a-half-month orientation arranged by the IOM, fellows meet with key executive branch officials responsible for health policy and programs, members of Congress and their staffs, and representatives of health-related interest groups. Fellows also participate in seminars on health economics, major federal health and health research programs, the congressional budget process, current priority issues in federal health policy and the process of federal decision-making.

In November, fellows join the American Political Science Association Congressional Fellowship Program for an overview of the national political process. The orientation period concludes in December when fellows interview for and negotiate their working assignments with Congress or the executive branch. The concentrated orientation is designed to prepare fellows for immediate success on the Hill.

Work assignments begin in January. During these assignments, fellows are full-time, working participants in the policy process with members of Congress or in the executive branch. Fellows typically will:

- help develop legislative proposals;
- arrange hearings;
- brief legislators for committee sessions and floor debates; and
- staff House-Senate conferences.

Work assignments are supplemented throughout the year by seminars and group discussions on developing health policy, the general policy and governmental process, as well as media training and leadership development. Fellows are asked to prepare a formal presentation on a policy-oriented research issue in which they have become involved. Fellows also take part in meetings of the IOM and other health policy organizations, as well as cultural and social functions.

Fellows may choose to extend the Washington stay past the one-year fellowship period of September to August through the legislative session or until December 31, 2008. A fellow may carry out additional leadership activities with the support of the remaining funds for up to two years after completing the residential experience, subject to review and approval of those activities by the national program office (NPO) and RWJF.

After the Washington work assignment, fellows return to their respective institutions, or take another appropriate position where they further develop their health policy leadership skills. Once the Washington experience is complete, fellows become part of a nationwide alumni network and typically return to Washington yearly to attend the IOM's annual meeting and be briefed on issues and trends in health and health care policy.

ELIGIBILITY CRITERIA

Exceptional midcareer professionals from academic faculties and nonprofit health care organizations who are interested in experiencing health policy processes at the federal level are encouraged to apply.

Applicants may have backgrounds in the following disciplines: allied health professions; biomedical sciences; dentistry; economics or other social sciences; health services organization and administration; medicine; nursing; public health; or social and behavioral health.

RWJF is committed to programs that embrace racial, ethnic and gender diversity and we encourage applications from candidates who come from groups that historically have been underrepresented. Applicants must be citizens or permanent residents of the U.S. or its territories at the time of application.

Potential applicants must obtain documented sponsorship from an eligible institution to support their application. Nonprofit health care organizations and academic centers are eligible sponsors. Eligible institutions may sponsor more than one individual, but no more than one individual will be selected from any one sponsoring organization.

SELECTION CRITERIA

Members of the Robert Wood Johnson Health Policy Fellowships Program Advisory Board will assess each applicant, based on the following criteria:

- Professional achievements.
- Potential for leadership in health policy.
- Potential for future growth and career advancement.
- Interpersonal and communication skills.
- Individual plans for incorporating the fellowship experience into specific career goals.

The Advisory Board will select semifinalists from the applicants and interview them in Washington, D.C. Applicants will be

notified of their status in late January. Interviews for the select group will take place in mid-February. Those applicants who are selected for interviews will receive details about the remainder of the process upon invitation.

USE OF GRANT FUNDS

Up to 10 grants of \$155,000 each will be made in 2007. Grant funds may cover salary support at an amount of up to \$84,000 for the first year (not to exceed the fellow's salary prior to entering the program) from September 1, 2007 through August 31, 2008, plus fringe benefits corresponding to the level of salary support. For up to two years following the Washington work assignment, remaining grant funds may be used for partial salary support, travel, research, conferences, educational pursuits, and networking. *Sponsoring institutions may supplement both sums. In addition, fellows are reimbursed for relocation expenses within limits specified by the IOM. No additional direct costs (such as laptops or PDAs) or indirect costs are paid for during the first year of this program and no indirect costs are allowable for fellowship stipends.*

Fellows must commit 100 percent of their time to program activities during the first 12 months. On returning to their sponsoring organization, fellows undertake a preapproved plan to continue their health policy leadership development. In the event that a fellow changes sponsors during the grant period, the fellow and the new sponsoring institution must prepare a plan subject to review and approval by the national program director.

Grants are made to sponsoring institutions and must follow the RWJF funding guidelines. Grantees must meet RWJF requirements for the submission of annual financial and narrative reports, as well as a final written report upon completion of the program.

HOW TO APPLY

All inquiries regarding the Robert Wood Johnson Health Policy Fellowships Program, selection criteria or application requirements should be directed to the NPO:

The Robert Wood Johnson Health Policy Fellowships Program

Phone: (202) 334-1506

E-mail: mmichnich@nas.edu or jsolomon@nas.edu

This call for applications is also available online at www.healthpolicyfellows.org.

Potential candidates should submit their application directly to the IOM along with documented sponsorship from an eligible institution.

The application package must include the following:

1. A packet from the applicant containing:
 - a. a cover letter that includes complete contact information throughout the application period;
 - b. an up-to-date curriculum vitae;
 - c. a one-page biographical sketch; and
 - d. an attached list of the names, addresses and phone numbers of three references who have been asked to comment on the applicant's qualifications for the program. The actual reference letters should address the selection criteria listed above and be sent directly to the NPO following the institution's sponsor letter, but no later than November 17, 2006.
2. Brief essays on the following four topics:
 - a. The reasons you want to be an RWJ Health Policy Fellow, including a discussion of your major strengths and qualifications for the program. (300 words)
 - b. A description of your most significant community-related activity or activities that utilize your professional expertise and a statement explaining why you consider it (or them) to be significant. (300 words)

- c. A sample letter to a congressional Representative on improving one aspect of the nation's health or health care, with a recommendation for a specific policy position. Explain why you think the recommendation is important, what issues it raises and why you think it should be supported. (250–500 words)
 - d. Plans for continued development of your health policy leadership skills after you complete your work assignment in Washington, D.C. Explain how you propose to contribute to the development of health policy at the national, state or local level, at your sponsoring institution or elsewhere. This discussion must be consistent with the three-year budget submitted with this application (see below). Fellows will have an opportunity to update and revise their plan during the spring of 2007. (300 words)
3. A letter from the sponsoring institution's chief executive officer containing:
- a. an evaluation of the applicant's qualifications for the program;
 - b. a description of how the sponsoring institution will help the applicant carry out his or her plan during and after the Washington work experience;
 - c. a proposed budget of up to \$155,000 (salary support must be limited to a rate of \$84,000 per year) including a description of any financial or in-kind resources that the institution will make available to help the applicant implement the proposed plan over the course of the three years (the first-year budget is salary and fringe only);
 - d. a statement of willingness to serve as an adviser to the applicant, and, if selected, to cultivate the fellow's growth as a health policy leader during the funding period of up to three years; and
 - e. a commitment to administer the grant and comply with RWJF's grant reporting requirements.

The Foundation does not provide individual critiques of applications submitted.

PROGRAM DIRECTION

Direction and technical assistance for this program is provided by the Institute of Medicine at the National Academies, which serves as the NPO under the direction of the Health Policy Fellowships Advisory Board.

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- Jovett Solomon, *deputy director*, jsolomon@nas.edu

Responsible staff members at the Robert Wood Johnson Foundation are:

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- John Lumpkin, M.D., M.P.H., *senior vice president and director, Health Care Group*
- Paul Tarini, *senior communications officer*
- Christine Phares, *grants administrator*

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ABOUT THE ROBERT WOOD JOHNSON FOUNDATION

The Robert Wood Johnson Foundation focuses on the pressing health and health care issues facing our country. As the nation's largest philanthropy devoted exclusively to improving the health and health care of all Americans, the Foundation works with a diverse group of organizations and individuals to identify solutions and achieve comprehensive, meaningful and timely change. The Foundation seeks to:

- assure that all Americans have access to quality health care at reasonable cost;
- improve the quality of care and support for people with chronic health conditions;
- promote healthy communities and lifestyles;
- reduce the personal, social and economic harm caused by substance abuse—tobacco, alcohol and illicit drugs.

For more than 30 years the Foundation has brought experience, commitment and a rigorous, balanced approach to the problems that affect the health and health care of those it serves. When it comes to helping Americans lead healthier lives and get the care they need, the Foundation expects to make a difference in your lifetime.

For more information, visit www.rwjf.org.

Sign up to receive e-mail alerts on upcoming calls for proposals at: www.rwjf.org/services.



Robert Wood Johnson
Foundation

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