Resident Service Award

Program Guidelines

Program Overview

The Family Medicine Cares Resident Service Award (FMC RSA) supports first- and second-year family medicine residents who design and implement service projects that address unmet health care needs for underserved populations in their communities.

Up to two awards are presented annually.

Eligibility

- Applicants must be first- or second-year family medicine residents and members of the American Academy of Family Physicians (AAFP).
- Applicants must remain residents for the full duration of the project period.
- A maximum of two residents may apply jointly under a single application.

Service Project Requirements

Projects are completed over a 12-month period from January 1 to December 31 in the year following award notification and must:

- Partner with a health care organization such as a free clinic, community health center, or health department.
- Address health disparities affecting underserved populations.
- Demonstrate an enduring benefit beyond the project period.
- Be suitable for continuation or replication by future family medicine residents.
- Present an interim project update at the AAFP FUTURE Conference during the mid-point of the project period.
    - If in-person attendance is not possible, a recorded presentation will be required.

Residents are encouraged to seek input from clinic staff and community partners during project development. A mentor must be identified to assist with project implementation.

Application Process

Applications are accepted annually from July 15 to September 30.

Applicants must complete the online FMC RSA application and upload the following PDF documents:

- Project description
- Curriculum vitae (CV) or résumé
- Budget worksheet
- Three letters of support from the Residency Director, partner organization director, and project mentor.
    - Each letter must be written on official letterhead and include name, title, email address, phone number, date, and signature.

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Program Guidelines (cont'd)

Award Announcement

Recipients are notified annually **by the end of November**.

Award Components

Each Resident Service Award totals $16,500 and includes:

- $10,000 for **direct project-related** expenses incurred by the resident
  - Allowable expenses include medical supplies, equipment, software, patient education materials, communications, transportation, and incentives.
- $5,000 awarded to the **partner health care organization**
  - Use of these funds may be, but are not required to be, connected to the resident service project.
- $500 stipend to the **family medicine residency program**
  - Use is intended to recognize and celebrate the recipient
- Up to $1,000 in **travel reimbursement to FUTURE**: The National Conference for the Future of Family Medicine

Reporting Requirements

Report forms will be provided.

- **Residents** must complete:
  - **Interim Presentation** (materials due June 28)
  - **Final Report with Financial Reconciliation** (due February 1 following project completion)
  - **End of Project Survey** (due March 1 following project completion)
- **Partner organizations** must complete an end-of-project survey. (due February 1 following project completion)

Distribution of Funds

- $10,000 Resident project funds are distributed in **two installments**:
  - $9,000 at project start and
  - $1,000 upon approval of the final report.
- Partner organization and residency stipends are distributed at project start.
- Travel reimbursement is issued upon submission of **expense voucher and eligible receipts** after FUTURE presentation.

Questions?

Contact Veronica Roberts at vroberts@aafp.org.