The Health Disparities Research and Training Fellowship program will compensate both HDMs and RMs for travel to professional meetings/conferences with certain stipulations, chief among these is that the presentation must be relevant to health disparities. Please see below for additional details.

Please note: The allocated funds for these benefits must be expended within the academic year. They do not roll over into the next academic year; however, you will have the same amount allocated every year that you are acting as a HDM providing there is sufficient revenue. You cannot be reimbursed for travel to a conference that has taken place in the previous fiscal year.

Funding for the Health Disparity Fellows and other aspects of the program comes from revenue obtained through the investment of the NIMHD endowment. If there is a shortfall in anticipated revenue funds normally set aside for both home department and rotational mentors may not be available for in a given academic year. All available funds will be used to support the current Fellows.

HOME DEPARTMENT MENTORS (HDMS)

A. Through the Health Disparities Research and Training Fellowship program, funds are allocated for support of domestic travel to annual professional meetings/conferences for each HDM to accompany their Fellow(s) to present a paper within their focus of study associated with health disparities ($1,500.00 annually per HDM).

Please do not use your personal credit card for any travel related charges without first consulting Dr. Gallo. It is possible that your failure to do so may result in your not receiving reimbursement for your charges.

To be reimbursed you will need to supply us with the following paperwork:

2. Conference program – with title(s) and abstract(s) of your and your HDF mentee’s presentation(s) clearly indicated.
3. Original receipts (can be electronic) of both your and your HDF’s registrations to the conference(s).
4. Original receipts of your lodging costs. Lodging charges can be submitted electronically as long as it is a separate pdf document that clearly identifies the lodging facility as the source of the pdf (whether this is a hotel, Vrbo, or Airbnb).
5. Original receipts of any meals (these receipts cannot include alcoholic beverages which are not reimbursable).
6. Original receipts of any taxis, metros, trains, or other forms of transportation to and from the conference (i.e., if you travel by train to NYC and need to take a taxi/metro to the hotel or other lodging; we cannot reimburse you for any expenses to and from restaurants or other venues not related to the conference itself).
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7. If you are using your personal car, we will then need the conference address in order for you to be reimbursed for mileage from the University (they will not count the mileage from your residence) to the conference and back.

8. Original receipts for parking if applicable (parking receipt must clearly state that it is located near or at the conference venue).

If you cannot supply us with the necessary documents listed above, your expenses will not be reimbursed. Again, please keep in mind that any expenses over the allocated $1,500.00 per person will not be reimbursed.

B. Through the Health Disparities Research and Training Fellowship program, funds are allocated to support associations and/or societies membership dues to HDMs in the amount of $500.00 annually.

Rotational Mentors (RMs)

A. Funds have been allocated to RMs to supplement support of domestic travel to annual professional meetings/conferences for each Rotational Mentor to accompany their Fellow(s) to present a paper within their focus of study associated with health disparities to cover airfare, accommodations, and meals ($500.00 annually per RM).

PLEASE NOTE: This only applies if the presentation(s) are clearly related to health disparities and within the Fellows’ focus of study and state as such in the abstracts.

Please do not use your personal credit card for any travel related charges without first consulting Dr. Gallo. It is possible that your failure to do so may result in your not receiving reimbursement for your charges.

Please see above for details on the necessary documentation we will require for you to be reimbursed.

If you cannot supply us with the necessary documents listed above, your expenses will not be reimbursed. Again, please keep in mind that any expenses over the allocated $500 per person will not be reimbursed.