

Women in Otolaryngology (WIO) Endowment Grant Application

Criteria for WIO Endowment Grants

Requests for a WIO Endowment Grant must be for projects that demonstrate a significant contribution to further explore and advance the success of women in otolaryngology and be aligned with the following goals:

- **Career development** of women otolaryngologists—head and neck surgeons,
- **Actionable research** that affects how women are integrated into mainstream otolaryngology
- **Unique approaches to work/life integration** -an issue facing all ORLs, of concern especially to our younger members
- **Leadership development** and recognition
- **Inspiring and informative speakers** and relevant to women's needs and interests for AAO-HNS/F WIO Section meetings and functions

Application for WIO Endowment Grants

To apply for a WIO Endowment Grant, a written proposal (maximum of 3 pages) addressing the following questions is required (please assign a name to your project):

- 1) Describe the proposed project.
- 2) Describe how the proposed project will help achieve the goals outlined above.
- 3) Detail information, as applicable, on the target audience, number of participants, demographics, any benefits that participants would acquire as result of participation, and any other impact on women in the specialty.
- 4) Detail the project timeline (all projects must be complete within 12 months).
- 5) Why this project is important to you and your role in execution of the project?
- 6) Funding amount requested. A detailed project budget must be attached, including any other funding sources to be used for the execution of the project. Proposals submitted without a budget will not be considered.
- 7) Is this project intended to be a recurring program? If so, describe how it will be funded after the first year?
- 8) How will you demonstrate or measure the impact of this project?

Note: All award recipients must be willing to present project outcomes to the WIO Section at the conclusion of the grant period.

Evaluation Criteria for WIO Grants

All applications will be reviewed by the WIO Endowment Committee. Those selected as meritorious, based on the criteria listed below, will be recommended to the WIO Governing Council for final award decision. Generally, the WIO Governing Council preferentially funds projects with the potential to benefit a significant segment of our section. Individual travel grants or proposals that benefit only a limited number of women are generally not funded.

- How well does this project align with the WIO Endowment Grant goals?

- Are the goals and activities of this project clearly defined?
- Is the time frame proposed realistic?
- Is the amount of funding proportional to the anticipated result or effect?
- How broad is the applicability of this project to the WIO population?
 - Will be rating cost/benefit ratio- (e.g. Benefits few WIO for a high cost = 1, benefits many WIO with low cost = 5)
- Are the results of this projects impact measurable?
- Is this project achievable within a year?

Submission of WIO Endowment Grant Application

Please **email your WIO Endowment Grant application** as a word document attachment to Marylou Forgione at mforgione@entnet.org.

Questions? Please contact Marylou Forgione (Staff Liaison, WIO Endowment Committee) at mforgione@entnet.org or Sujana S. Chandrasekhar, MD (Chair, WIO Endowment Committee) at ssc@nyotology.com.