



San Antonio Uniformed Services Health Education Consortium San Antonio, Texas

SAUSHEC Budget Principles (Addendum)

Staff Funding for Scholarship and Educational Training

In accordance with the SAUSHEC Budget Principles, the following criteria are established to approve GME funding for staff to attend conferences and course.

1. Program directors (PDs) may request funding for one trip (TDY) annually for the program director and associate program director(s) within their program budgets. This TDY should be to a national educational or specialty meeting where program leadership development is presented. Additional TDYs may be funded under the process for staff attendance as described below.
2. PDs may request funding for one trip annually for their SAUSHEC appointed assistant program director(s) for research within their program budgets. This TDY should be to a national meeting or course with a focus on research or quality improvement. Additional TDYs may be funded under the process for staff attendance as described below.
3. PDs may request funding from general SAUSHEC funds ("Scholarship funds") to support staff TDYs on an as-needed basis. Each request must include a justification statement from the PD citing the staff member's contribution to SAUSHEC and the program, the rationale for attendance, expected benefit to SAUSHEC and the program, and estimated cost.
4. GMEC Subcommittee Chairs may request funding for committee members to attend educational meetings or courses. These requests must be routed through the member's PD.
5. The SAUSHEC Executive Committee will review each request on a case-by-case basis, weighing the benefit to the institution, the cost, and the availability of funds. In general, priority will be as follows:
 - a. Faculty who are presenting on behalf of their resident/fellow who cannot attend or (in limited cases) to co-present
 - b. Faculty who are participating in training that would directly benefit the institution (such as train-the-trainer courses)

- c. Faculty presenting without resident/fellow co-author(s) at the national level who have significantly contributed to the program's scholarship efforts
- d. Faculty engaged as leaders or invited SMEs at the national level and would not be able to get other funding to participate
- e. All other requests