

# CHARGE Syndrome Davenport Fellowship 2019

## Information, Expectations and Application Instructions

Deadline: **April 1, 2019**. Submit all materials via the GoogleForm link on the Foundation Fellowship website page <https://www.chargesyndrome.org/research/fellowships/>

The CHARGE Syndrome Foundation is committed to fostering the next generation of professionals with interest and expertise in CHARGE syndrome. To that end, a scholarship fund has been created to support CHARGE Syndrome Davenport Fellows to attend the 14<sup>th</sup> International CHARGE Syndrome Conference, August 2-5, 2019 in Dallas, Texas (<http://www.chargesyndrome.org/for-families/conferences>). Fellows will attend both Professional Day and the International Conference, spend a half day as a volunteer in Camp and be matched with a family attending conference. Fellows will be required to be in touch with their families prior to conference (by email and/or telephone) and spend time (e.g. meals) with them during conference. The volunteer time at Camp will be with the child with CHARGE from that family. Each day, there will be a meeting with all of the Fellows and the fellowship advisors where we will prepare for the Fellowship experience, share stories and experiences and plan for the next day.

We are looking for people who already have some experience with CHARGE, CHD7, deafblind, or other relevant areas. Applicants must have appropriate professional background, such as (but not limited to) being a graduate student or practitioner in genetic counseling, medical research, medicine, OT, PT, SLP, or educational fields related to deafblindness. You do not need to have vast experience with CHARGE syndrome but your interests and expectations should be clearly stated in both your essay and in the letter of recommendation from your mentor.

### **Fellowships are valued at over \$1000, and will cover**

- Registration for both Professional Day and International Conference (includes all meals)
- Hotel (shared room) for 4 nights (Thu-Sun)
- Travel stipend of \$300 (US/Canada) or \$500 (abroad)
- NOTE: if you can get partial funding from your institution or other sources, that will allow us to fund more scholarships. **Please let us know if you are also pursuing other potential funding sources.**

### **Fellowship recipients will be expected to**

- **Register and attend** both Professional Day (Friday) and the International CHARGE Syndrome Conference (Friday evening-Monday noon)
- **Be matched with** a family with a child with CHARGE. You will be expected to be in contact with them prior to conference and have at least one meal with this family to get to know them. In Camp, you will be with the child of this family
- **Volunteer** for ½ day in Camp (this requires completing a separate application and a background check)
- **Participate** in daily meetings with the Fellowship Advisors and other Fellows to debrief, review experiences, ask questions and plan for the next day
- **Write up** your observations/experiences (*deadline: August 30*). This will
  - Help you consolidate and process your experience
  - Help us understand your experiences and improve the process in the future
  - Provide material that can be excerpted for our newsletter and other publications
  - You may use your experiences/write up for other purposes as well
- **Provide feedback** on the Fellowship program so we can continue to improve it in the future

Please have all of your Application materials (including your essay, CV, and mentor information) ready to upload so you can complete the GoogleForm Application in one sitting. **Deadline for completed applications (including the separate letter from Mentor) is April 1 – late or incomplete applications will not be considered.** All applicants will be notified by May 15.

# Application Requirements- Deadline April 1, 2019

Application requirements: **All materials should be uploaded via the GoogleForm link on the website** (<https://www.chargesyndrome.org/research/fellowships/>). Reference Letter from your Mentor should be emailed separately to Meg Hefner [meg@chargesyndrome.org](mailto:meg@chargesyndrome.org). **Deadline for completed applications (including letter of recommendation) is April 1.** *Late or incomplete applications will not be considered.* All applicants will be notified by May 15 at the latest.

Please submit by via GoogleForm link a <https://www.chargesyndrome.org/research/fellowships/>

1. Completed 2019 Davenport Fellow **Application Form**. Information requested includes name, professional affiliation (if any), contact information, CHARGE-related experience (conferences, teaching, education, etc), if you hope to have any other funding sources, whether you have submitted for a poster, presentation or research at conference, and name and contact information for your Reference/Recommendation.
2. **Essay** – 1000 words or less [to be uploaded as part of the Application]
  - Please give us some details about your background, professional training, and interests. Describe any connections you already have to CHARGE specifically or other support groups / genetic conditions in general. *You do not need to repeat information that is covered in your CV.* Let us know who you are and your interest in CHARGE/genetics/deafblind.
  - Describe specifically why you would like to attend the 2019 CHARGE conference in Dallas as a Davenport Fellow. Include how you expect this experience to be meaningful to you and/or will advance your professional and academic goals. Let us know how you heard about this opportunity and how you hope to use this experience (what you hope to gain from it). If you have worked with or are otherwise connected to someone in the CHARGE community, please mention your connection to them by name (e.g. student of Dr. Mary Smith, have a 6 year old with CHARGE in my classroom).
3. A copy of your **CV** or resume [to be uploaded as part of Application]
4. **Recommendation letter supporting your application** [sent to [meg@chargesyndrome.org](mailto:meg@chargesyndrome.org)]  
Please ask for a letter of recommendation to be sent directly to Meg Hefner. This should be from a mentor or someone who knows you well and can comment *specifically* on your relevant background, current knowledge/interest/expertise related to CHARGE syndrome/deafblindness and how attending the conference will benefit your training and/or career. Specifics are very helpful. This should include contact information for the writer and the specific context in which s/he knows you. This fellowship is intended to further the education and career of individuals already interested in CHARGE.
5. All Fellows will be expected to be **members** of the CHARGE Syndrome Foundation. Membership information is at the Foundation website [www.chargesyndrome.org](http://www.chargesyndrome.org).