

**University of Virginia School of Medicine**  
**STRATEGIC HIRING INITIATIVE GUIDELINES**

**Purpose for Initiative:** The UVA School of Medicine plans to enhance its national prominence in research by extending its base of investigators, forming collaborative groups across departments and schools, and to increase NIH and other external funding substantially over the next 5 years. To do this, the SOM is reinvesting in the research enterprise by enabling SOM departments to successfully recruit premier established investigators with a strong track record of accomplishment, bringing research programs of strategic interest backed by strong active funding, to UVA. These investigators are expected to either complement current strong programs or serve as a nucleus to establish new programs of strategic interest, and to link clinical and basic departments through joint appointments. Strong consideration will be given to candidates who catalyze our research themes. Investigators hired through this Strategic Hiring Initiative (SHI) must be evaluated by the SHI Committee.

Initial applications will be focused on physician scientists, to replace losses from that cohort over the past decade, and to form strong basic/translational/clinical connections and teams that will successfully compete for external resources and funding from a wide variety of federal, foundation, and industry sources.

**Application Pathways:**

Departments may apply to the initiative in one of two ways:

- A. The collaborating departments identify a potential candidate and would like to pursue funding and a position for this faculty member if suitable for the initiative. In this case, the application packet will be submitted to the SHI committee, which will serve as the initial Search Committee, and the EIS positions established through this committee will serve as the official EIS number.
- B. Candidates may be identified in the process of ongoing searches that might be considered for funding by the SHI. In this case, the application should be sent to the SHI committee for evaluation of the candidate's credentials, and the hiring decision and process will proceed through the established departmental committee and EIS position regardless of funding decision.

**How to apply to the SHI initiative**

Prior to submission of an application, the collaborating clinical department of an MD/Physician Scientist candidate should initiate discussions with appropriate basic science departments, centers, and other clinical departments supporting this application concerning potential joint appointments and space assignments, and potential departmental or center sources of support.

Collaborating departments should submit completed applications to the SHI initiative to Michelle D. Johnson (mdj9w@virginial.edu), Administrative Assistant to the Senior Associate Dean for Research. The application packet should include:

1. Current complete CV for the candidate
2. Formal letter of nomination and recommendation from the recruiting chair, including a brief description of expectations and a long-term plan beyond the 5-year period this individual.
3. Formal letters of support from collaborating basic science chair and other chairs or center directors.
4. Two page application describing the rationale to support this candidate, including

- a) The position applied for through ongoing searches if applicable or through the SHI alone
  - b) The strategic research area defined by the candidate and potential collaborations or areas to build at UVA
  - c) Potential partner departments and centers for resources and collaborations
  - d) Departmental and center resources available in terms of space, endowed chairs and research support or endowed chairs
  - e) Plan for programmatic development over the course of 5 year SHI support, including specific research programs to be developed, mentoring programs, or clinical programs and training programs to be developed or enhanced.
5. Budget and support request (Budget template)  
Applications should include a 5 year budget, with faculty salary and fringe and start-up costs, including equipment, personnel and supply costs. Salary support on grants should be included.
  6. Listing of active grants that can be transferred to the University of Virginia, including titles and numbers, time period of funding, and dollar amounts (directs and current indirect costs).
  7. The SHI committee will make a decision on potential suitability within 30 days, provided all application materials are in hand. A positive decision and potential award will be communicated to the recruiting departments, and the recruitment process will be managed through the primary recruiting department (Recruitment template).

### **Budgetary Guidelines**

Large equipment requests from ETF funds should be negotiated with the Dean's Office (Senior Associate Dean for Research, Margaret A. Shupnik) at the time of recruitment. Established Physician Scientist:

The expected award for an SHI recruit will be up to \$3.75M over 5 years, which will include \$250K salary contribution each year for 5 years, and \$500K laboratory support each year for 5 years. The institution will provide 64% of the funding and 36% of the funding will be expected from the departments/centers. To make the program more accessible for departments/center, the institution funds will be used first. The funding allocation for the Institution and department will be as follows:

Year 1 – 100% Institution, 0% department/center

Year 2 – 70%/30%

Year 3 – 50%/50%

Year 4 - 50%/50%

Year 5 - 50%/50%.

Departmental/center support may include endowed chairs, F&A return, and funds flow support, or other sources of endowment or monetary support. Upon request, unused funds may be carried forward through Year 7 of the appointment; all funds should be spent by Year 7. Provision of institutional funds in Years 4 and 5 are contingent on submission of new collaborative grants with supporting UVA departments, including the partnering basic science department.

Junior Physician Scientist:

The expected award for an SHI recruit will be up to \$1.875M over 5 years, which will include \$125K salary contribution each year for 5 years, and \$250K laboratory support each year for 5 years. The institution will provide 64% of the funding and 36% of the funding will be expected from the departments/centers. To make the program more accessible for departments/center, the institution funds will be used first. The funding allocation for the Institution and department will be as follows:

Year 1 – 100% Institution, 0% department/center  
Year 2 – 70%/30%  
Year 3 – 50%/50%  
Year 4 - 50%/50%  
Year 5 - 50%/50%.

#### Established Translational Scientist:

The expected award for an SHI recruit will be up to \$2.5M over 5 years, \$500K laboratory support each year for 5 years. The institution will provide 64% of the funding and 36% of the funding will be expected from the departments/centers. To make the program more accessible for departments/center, the institution funds will be used first. The funding allocation for the Institution and department will be as follows:

Year 1 – 100% Institution, 0% department/center  
Year 2 – 70%/30%  
Year 3 – 50%/50%  
Year 4 - 50%/50%  
Year 5 - 50%/50%.

If this scientist is hired into a position that does not have the basic funding science model, then salary support as for the established physician scientist can be applied; either the BSFM or the salary allotment from the SHI, but not both, can be applied.

Departmental/center support may include endowed chairs, F&A return, and funds flow support, or other sources of endowment or monetary support. Upon request, unused funds may be carried forward through Year 7 of the appointment; all funds should be spent by Year 7. Provision of institutional funds in Years 4 and 5 are contingent on submission of new collaborative grants with supporting UVA departments, including the partnering basic science department.

**Reporting:** As part of the yearly departmental reviews, progress of SHI recruits, including publications, IP disclosures and licensing/patents, grant funding, and institutional service will be reported.