American Association of Oral and Maxillofacial Surgeons

Faculty Educator Development Award Guidelines
(06/17)

Applications must be received by January 31 at:
American Association of Oral and Maxillofacial Surgeons
Attn: FEDA Review Committee
9700 West Bryn Mawr Avenue
Rosemont, IL 60018-5701
I. **PURPOSE OF THE AWARD**

A. **Faculty Educator Development Award**

1. The purpose of the Faculty Educator Development Award (FEDA) is to:
   a. Encourage oral and maxillofacial surgeons to choose a career in academia within the specialty of oral and maxillofacial surgery.
   b. Encourage oral and maxillofacial surgery faculty members who have been on full-time faculty for up to 5 years to continue a career in academia within the specialty of oral and maxillofacial surgery.
   c. Provide a financial incentive to Commission on Dental Accreditation (CODA) accredited residency training programs to retain current faculty.

II. **ELIGIBILITY REQUIREMENTS**

A. **Applicants**

1. Eligibility requirements for the Faculty Educator Development Award (FEDA) are:
   a. Applicants should apply directly to the AAOMS via the FEDA application. Only individuals, not institutions, are eligible to apply. All of the following items/information must be submitted at the time of application.
      (1) Completed application & current curriculum vitae
      (2) Applicant must provide a professional activity plan describing future plans for applying the knowledge and skills the applicant will gain from the award (Addendum B).
      (3) Applicant must submit a signed Supporting Institution Agreement (Addendum C)
      (4) 1-2 Letters of recommendation. One letter must be from the applicant residency program director.
   b. FEDA applicants must hold a DDS or DMD degree from an institution accredited by the Commission on Dental Accreditation (CODA) or an institution recognized or accredited internationally.
   c. FEDA applicants must be a graduate of an oral and maxillofacial surgery residency program accredited by the Commission on Dental Accreditation (CODA); or be ABOMS board certified.
   d. FEDA applicant must be current AAOMS and OMSF members.
   e. FEDA applicants must be citizens or non-citizen nationals of the United States or its possessions and territories, or, must have been lawfully admitted to the United States for permanent residence, or must have been granted appropriate temporary (nonimmigrant) worker classification appropriate to allow payment under the terms of the FEDA Award.
   f. Multiple faculty from the same institution are encouraged to apply, however only one award will be granted per institution per year.
   g. Must be an active full-time faculty member at time of application.
B. Institutions Supporting FEDA Awardees

1. Eligibility requirements for the Faculty Educator Development Award (FEDA) are:
   a. Institutions must be accredited by the CODA.
   b. Institutions must submit information regarding the department of oral and maxillofacial surgery complete with:
      (1) An organizational structure chart (Addendum A)
      (2) Number of full and part time faculty (Addendum A)
      (3) Board certification status of all faculty members (Addendum A)
      (4) A description of the department’s mentoring process for new and young faculty members (Addendum A).
      (5) A detailed schedule of the recipient’s first year commitments including undergraduate and graduate teaching assignments, research time and private practice opportunities (Addendum A).
      (6) A description from the institution as to how the $10,000 faculty enrichment disbursement will be used to support the FEDA recipient (Addendum B)
      (7) A signed Supporting Institution Agreement (Addendum C)

III. CONDITIONS OF THE SCHOLARSHIP

A. Applicants

1. A FEDA recipient must commit to serving in a full-time faculty position for a period of six years after s/he is selected for an award, with the following stipulations:
   (1) During the first three (3) years the awardee will receive FEDA funds as described in Section III, A, 5. Additionally, the institution will receive a one-time disbursement for faculty enrichment as described in Section III, B, 2-3
   (2) During the last three (3) years the awardee will remain in a faculty position
   (3) The awardee may serve in a faculty position in more than one institution. Each institution that receives FEDA funds must submit to the AAOMS an Institutional Faculty Educator Development Award Agreement per Section III, A, 1, b.

2. The status, title and staff privileges for those selected for a FEDA will be determined by the institution according to established policies.

3. If the FEDA recipient fails to meet the commitment as described in Section III, A, 1, c, a pro-rata share of the disbursements paid to the recipient must be returned to the AAOMS within one year of the date on which the recipient left the faculty position. The recipient will be obligated to reimburse the AAOMS in the following manner:
   (a) During the first year of the award period the recipient will be obligated to reimburse the AAOMS for 100% of the stipend received (100% X $40,000=$40,000)
(b) During the second year of the award period the recipient will be obligated to reimburse the AAOMS for 75% of the cumulative total disbursed in the first two years or portion thereof (75% X $80,000 = $60,000)

(c) During the third year of the award period the recipient will be obligated to reimburse the AAOMS for 50% of the disbursement received (50% X $120,000 = $60,000)

(d) During the fourth year of the award period the recipient will be obligated to reimburse the AAOMS for 25% of the disbursement received (25% X $120,000 = $30,000)

(e) During the fifth and sixth year of the award period the recipient will be obligated to reimburse the AAOMS for 10% of the disbursement received (10% X $120,000 = $12,000)

4. The period for the FEDA may begin at any time following notification by AAOMS that the applicant has been selected.

5. To receive payment, the recipient of the FEDA must submit a request for payment to the AAOMS. Up to $40,000 will be provided per year over the 3-year period of the award. This amount must be in addition to the individual’s total compensation. This remuneration will not be subject to fringe benefits. Payments will only be provided one year at a time. The total 3-year disbursement will not exceed $120,000.

6. The first payment to the recipient will be made following recognition at the AAOMS Annual Meeting, and annually for 2 years, thereafter upon receipt of annual report.

7. If the FEDA recipient leaves academics and/or transfers to another academic institution during the award agreement, the institution is not obligated to reimburse the AAOMS for the institution award of $10,000.

8. If the award recipients academic position is terminated during the award commitment, the award recipient will be responsible for reimbursing the AAOMS as described in Section III.A.3.

9. The award is taxable income. The award recipient will receive a 1099 tax form from the AAOMS annually for the first three years of the award agreement.

B. Institutions Supporting FEDA Awards

1. All funds disbursed to the institution must be used solely to support the FEDA. A one-time disbursement of up to $10,000 will be made to the
institution. The disbursements are to be used solely for the following purposes:

a. Faculty enrichment for the awardee as determined by the institution and the awardee.
b. Develop a specific account for the award recipient for faculty enrichment.

3. Payment will be made to the institution by the AAOMS within thirty (30) days of notification by the awardee of the start date of his faculty position.

IV. APPLICATION PROCEDURES

A. Application Forms and Format

1. Only individual applicants are eligible to apply for a FEDA.

2. Applications are to be submitted on the application material that is included with these guidelines.

3. Applications are to be generated on computer word processing software and must be submitted in the format of the application. The application must be submitted electronically. Conformity to the prescribed format will be taken into account in the review process.

B. Timing of the Application

1. The deadline for receipt of FEDA applications is January 31 annually.

2. No facsimile applications will be accepted.

3. The applicant will be notified of selection by July 1.

4. Incomplete applications will be returned to the applicant.

C. Review Procedures

1. The Committee on Education and Training will review applications and present recommendations of support to the AAOMS/OMSF Boards.

D. Re-submission of Applications

1. Applicants that were not recommended for support, if eligible, may resubmit a revised application by January 31 of the following year.
V. PROGRESS REPORTS

A. Submission of Reports

1. At the three year commitment and at the conclusion of the award six (6) year period, both the applicant and the institution must submit a report to the AAOMS summarizing the activities of the awardee during the award period on April 1.

2. 
   a. Submission of CV
   b. A description of the contribution that the FEDA made to predoctoral and residency education.
   c. A brief description from the institution(s) as to how the $10,000 faculty enrichment disbursement was used to support the FEDA recipient.

3. Failure to submit a progress report will disqualify both the institution and the FEDA awardee from all AAOMS award funded competitions, both current and in the future, until the report has been received.