CalMedForce Application Cycle 2018-19 Frequently Asked Questions (FAQs)

CalMedForce Graduate Medical Education (GME) Grant Application
In 2016, the California Medical Association, California Hospital Association, and Service International Employees Union-United Healthcare Workers West sponsored Proposition 56. Proposition 56 was approved by voters and allocates $40 million of funding towards Graduate Medical Education (GME) to sustain, retain, and expand California residency positions in primary care and emergency medicine. All accredited residency programs in the state meeting the guidelines set forth in Proposition 56 are eligible to apply for funding. The University of California is the designated recipient of the funding and has contracted with Physicians for a Healthy California (PHC) to administer the annual $40 million in grants allocated from Proposition 56. PHC worked closely with a five-member GME Board and a 15-member Advisory Council to develop a program that incentivizes and supports expanding graduate medical education.

Residency programs that meet the following criteria are eligible for funding:

- Located in California
- Osteopathic or Allopathic
- Primary care (family medicine, internal medicine, obstetrics/gynecology, and/or pediatrics) or emergency medicine
- Accredited by Accreditation Council for Graduate Medical Education (ACGME) and/or the American Osteopathic Association (AOA) Council on Postdoctoral Training
- Serving medically underserved populations and areas

How will funding be disbursed?
Funding will be disbursed on a per resident basis, $75,000 per resident. The award will be for the duration of the residency program, three or four years, if applicable. For example, a three-year residency program, would receive $225,000 per resident over a three-year period. A residency program can apply for up to a maximum of five residency slots. For new or expanding residency programs, there is a one-time additional amount of up to $200,000 per residency program ($40,000 per
new/expanded residency position); existing residency programs are not eligible for this one-time award (please see the CalMedForce Grant Application Guidelines for details).

**What can the funds be used for?**
Per Proposition 56 (see the eligibility section), the funds allocated for this program are restricted for the intended purpose. This includes, resident stipends and benefits, supervising physician salaries and benefits, and other direct GME costs. Justification for funds requested cannot include indirect costs/overhead. Please list the specific items that directly serve your residency program. Other costs that are not permitted include, but are not limited to the following: infrastructure, lobbying, electronic health records systems, and capital. For example, an acceptable justification for other costs can include: conference travel for 10 residents, books, licensing and exam fees, and administration costs for residency program coordinator. Please note, if an applicant is awarded a more extensive list will be provided regarding acceptable and prohibited costs.

**How will residency programs be selected to receive funding?**
Funding is prioritized for residency programs that serve the medically underserved areas and populations. Please find the scoring matrix in the grant guidelines.

**How do I initiate the CalMedForce grant application process?**
The CalMedForce grant application is administered only through an online system that requires a GME program to register for an account. To initiate the CalMedForce application process, your Designated Institutional Official (DIO) or Program Director must go to CalMedForce.org and create a user ID and password to register for an account. The online system allows the applicant to submit, track, and manage their CalMedForce grant application.

**Do I need to register to have access to the CalMedForce Application?**

Yes, all applicants are required to register to obtain user accounts that provide full access to all of the available materials.

**What is the due date for submitting the CalMedForce grant application?**
Applications are due on January 15, 2019. All applications received by this deadline will receive full consideration for funding. If there are remaining funds after all applications submitted on time are reviewed and awarded, late applications may be considered. The deadline for late applications is 11:59pm (PST) on January 18, 2019. Late applications will only be considered if there are remaining funds.

**How are the CalMedForce applications reviewed and selected?**
The CalMedForce Advisory Council and Board has sought to establish a fair and impartial process for scoring and evaluating applications. The awardees will be chosen based on the scoring criteria developed with the expertise and guidance from the Advisory Council and Board. The Advisory Council will make award recommendations and the Board will approve the awardees. A notification will go out to the DIO or program director via email by the end of January/early February 2019.

**When will the funding be disbursed?**
Awards will be disbursed no later than July 1, 2019.

**Who do I contact if I have additional questions or need information?**
Please contact us at CalMedForce@phcdocs.org or (916) 551-2899 with any questions or feedback. Please visit our website for updates and/or email CalMedForce@phcdocs.org with “subscribe” in the body to be added to our distribution list.

**Additional technical questions**

**Am I permitted to create multiple User IDs?**
Yes, you can create multiple User IDs. You can only submit one application per account.

**Can I change or reset my User ID or password?**
You can reset your password, but you cannot reset your User ID.

**How do I upload the required documents?**
You can upload required documents by clicking on the green + CHOOSE FILE... button. A pop-up window will appear allowing you to select the required document from your computer. Select the required document and click on the Open button.

To upload additional documentation, click on the second green + CHOOSE FILE... button. A pop-up window will appear allowing you to select the required document from your computer. Select the required document and click on the Open button, next click on the blue UPLOAD FILE + button to save the additional document. Repeat this process to add another document.

Who do I contact for technical assistance?
Please contact us at CalMedForce@phcdocs.org or (916) 551-2899 for technical assistance.

Will I be able to edit the content of the application before the final submission?
Yes, you have the ability to return and edit your application before the final submission. Please note that once you submit the application, you will not be able to make changes to the application. Please ensure that your application is complete and accurate to the best of your ability. If you would like to add additional information or need to make a correction to your application, please submit them electronically to CalMedForce@phcdocs.org so that the Advisory Council can avail themselves of that information. All supplemental information needs to be submitted prior to the deadline of January 15, 2019, 11:59 pm PST to be considered.