

## Annual Progress Reports and Training Activity Requirements

Clinical Fellows and Postdoctoral Fellows will be eligible for a second year of funding and Predoctoral Fellows a second and third year of funding pending receipt of satisfactory annual progress reports. These progress reports will be due 3 months prior to the end of the award term, and will include information related to the following requirements.

Scholars will be contacted in advance with information and reminders about completing these requirements. The program coordinator will provide a reminder, deadline and form to use for completing the progress report.

- A description of your research progress. This should be about one paragraph in length.
- Annual meeting with a second mentor to be selected by the trainee and their primary mentor, and approved by the CIRM Training Program Director. This meeting should take place within six months of the start of this award; dates of each meeting should be recorded in the annual progress report.
- Annual Individual Development Plan (IDP). If scholars already complete an IDP in their laboratory or if a predoctoral fellow, through the graduate program, this is acceptable. Otherwise, please utilize MyIDP, found at <https://myidp.sciencecareers.org/>. Dates of each IDP should be recorded in the annual progress report.
- Scholars will be asked to participate in Translation/Ethics discussions held by the CIRM Training Program. More information is coming soon regarding the scheduling and content of these discussions.
- All scholars are asked to participate in institutional training for the Responsible Conduct of Research (RCR). This requirement may be satisfied for predoctoral fellows by taking GRAD 214 Responsible Conduct of Research as required by their home graduate program. Postdoctoral fellows may take Responsible Conduct of Research Program for Postdoctoral Scholars (RCR-PS) (<https://rcr.ucsf.edu/postdocs-research-staff>). Clinical fellows have options as described here: <https://rcr.ucsf.edu/clinician-scientists>. Dates of training must be recorded in the annual progress report.
- All scholars must take for credit or audit DSCB 257 Developmental & Stem Cell Biology (<https://dscb.ucsf.edu/dscb-257-developmental-stem-cell-biology>). This requirement may be waived if previous coursework at the undergraduate or graduate level is deemed satisfactory by the CIRM Scholars Training Program Director.
- Participation in monthly RIPS presentations at virtual gatherings of CIRM scholars and their mentors, and annual presentation (talk or poster) at the annual IRM retreat (date TBD). CIRM RIPS presentation dates will be assigned.
- Attendance at the monthly Jonah Platt IRM seminar series.
- Community Outreach: all scholars must participate in at least one activity related to the mission of the CIRM Training Program per year. Such activities may include running a booth or exhibit at the Bay Area Science Festival (attendance only will not meet this requirement), developing and presenting an exhibit or giving a lecture at the California Academy of Sciences, teaching in UCSF's Osher Mini Med School, etc. Additional activities are welcome; we ask you to propose an activity to Lisa Magargal at [Lisa.Magargal@ucsf.edu](mailto:Lisa.Magargal@ucsf.edu), who will review with the CIRM Training Program Director prior to approval.
- Diversity, Equity and Inclusion: all scholars must participate in at least one activity per year. This could include taking coursework at UCSF (such as GRAD 202 Racism in Science for graduate students); participating in the annual national conferences Annual Biomedical Research Conference for Minority Students (ABRCMS) and Society for Advancement of Chicanos/Hispanics and Native Americans in Science (SACNAS); undergraduate campus outreach specifically to HBCUs (Historically Black Colleges and Universities) and Hispanic-Service Institutions (HSIs); mentoring/teaching under-represented groups through the Summer Research Training Program (SRTP), Science & Health Education Partnership (SEP), PROPEL post-baccalaureate program and UCSF Brain Camp. Additional activities related to the mission of the CIRM Training Program are welcome; we ask you to propose an activity to Lisa Magargal at [Lisa.Magargal@ucsf.edu](mailto:Lisa.Magargal@ucsf.edu), who will review with the CIRM Training Program Director prior to approval. See <https://graduate.ucsf.edu/diversity> for more possibilities.