Example Schedule for NIH Director’s Early Independence Award Site Visit

Awardee Name:

Institution:

Proposed Date:

# Purpose

To gather information about the program in the following areas:

* Lab infrastructure/physical space
* Progress on establishing lab
* Integration of Early Independence awardee into the institutional culture and faculty community
* Institutional support

# Example Agenda

**9:00 AM – 10:30 AM** Meeting with Early Independence awardee

**10:30 AM – 11:00 AM** Tour of Facilities (e.g., Early Independence awardee laboratory, office and common space for shared laboratory equipment, core facilities, and other physical structures needed for experimentation)

**11:00 AM – 11:30 AM** Meeting with faculty mentors (provide names, titles, departments or organizations)

* *Dr. Joe X, Associate Professor, Epidemiology, CPHHS*
* *Dr. Jane Y*, *Director, Environmental Health Sciences Center; Distinguished Professor, Department of Biochemistry and Biophysics*

**11:30 AM – 12:00 PM** Meeting with Department/Division Chair (provide name, title, department or organization)

* *Dr. Sally Z,**Department Chair, Co-Director School of Biological and Population Health Sciences*

**12:00 PM – 1:00 PM** NIH working lunch with Early Independence awardee (may also wish to invite other local Early Independence Award recipients)

**1:00 PM – 1:30 PM** Meeting with non-mentor faculty colleagues (provide names, titles, departments or organizations)

* *Dr. Dave White,**Assistant Professor, Environmental and Occupational Health, CPHHS*
* *Dr. Lisa Red,**Professor, Environmental and Occupational Health, CPHHS*

**1:30 PM – 2:00 PM** Meeting with Institutional Representative (provide name, title, department or organization)

* *Dr. Dan Green,**Dean for Research*

**2:00 PM – 2:30 PM** Meeting with Early Independence awardee lab personnel/staff (provide names, titles, departments or organizations)

* *Dr. Ben Blue, Postdoctoral Fellow, Environmental and Occupational Health, CPHHS*
* *Jon Yellow, Technician, Environmental and Occupational Health, CPHHS*

**2:30 PM – 3:00 PM** Wrap-up meeting with Early Independence awardee

**3:00 PM – 4:00 PM** (Optional) NIH High-Risk, High-Reward Research Program Seminar by Ravi Basavappa

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