

Short-Term Training Guidelines & FAQs

What is the U.S. short-term training requirement?

As of the 2022-2023 fellowship year, all LMIC fellows are required to participate in a one- to three-month training experience in the U.S. Typically, this time is spent at the trainee's primary U.S. mentor's university, though some fellows train at other institutions for some or all of their U.S. visit. If a fellow has previously completed significant training in the U.S., they may be exempt from the requirement. Accepted fellows should contact the Support Center at ghfpc@uw.edu before the start of the fellowship if they believe they may be eligible for an exemption.

What is the purpose of the short-term training?

The short-term training period is intended to give LMIC fellows opportunities to acquire specialized skills, network with potential future collaborators, and strengthen intercultural competence. The concept grew out of a previous Fogarty grant in which LMIC trainees paired with U.S. scientists in the same area of interest. Working together in the U.S. scientist's lab, participants and their U.S. hosts built long-term and mutually beneficial collaborations.

When do I have to complete the training?

LMIC fellows should complete the training during the fellowship year. In exceptional circumstances, a trainee may request permission to complete their training after the fellowship year ends. If a trainee expects to request an exception, they should notify the Support Center (ghfpc@uw.edu) before the start of the fellowship.

How do I choose training activities?

Starting during the application process, LMIC fellows and their mentors should meet to discuss the trainee's goals and potential training opportunities. As each trainee's needs are highly individualized, there is no prescribed set of activities for a trainee's visit. Please see the case studies (to be added here in June 2025) for examples of previous short-term training visits. Please also keep in mind these guidelines:

- Plans should involve unique skills-building activities that *cannot be completed online or in the trainee's home country*. Attending a didactic course and meeting with mentors may be part of the training; however, the full visit should go further to engage a trainee in specialized training and networking opportunities.
- The short-term training period is not solely intended to provide protected time for the trainee to complete work on their study.
- Mentors and others involved in the training plans should be available in person for the trainee's visit.
- Many activities are not available year-round. Please confirm availability before finalizing plans.

What is the U.S. mentor's role in the short-term training period?

The U.S. mentor is expected to host the trainee during the training period. They should be available to meet regularly with the trainee during their stay, facilitate connections, coordinate arrangements for observerships or lab trainings, and guide the trainee in identifying appropriate activities and opportunities. More details on the mentor's role are listed on the Mentor, Trainee, and Support Center Roles & Responsibilities sheet.

What visa will I need for the short-term training?

Most often, LMIC fellows need a J-1 visa for their U.S. short-term training. The J-1 visa process is sponsored by the host institution in the U.S. and typically takes a minimum of 3-4 months to complete. For this reason, we recommend proposing a short-term training plan for later in the fellowship year. If you would like to propose a U.S. short-term training visit within the first 4 months of your fellowship, please be prepared with alternate plans for later in the year if needed. Trainees should keep the Support Center apprised of their plans so the Support Center can arrange for visas in a timely manner.

How will my costs be covered?

Each LMIC fellow receives an elevated stipend while in the U.S. The stipend is intended to cover housing, food, and other personal costs. The Support Center will arrange for the trainee's travel to and from the U.S., as well as purchase basic health insurance and cover all visa costs for the trainee. Each trainee will also have limited funds for short-term training activities such as course fees, laboratory costs, or conference attendance.

Can I bring my spouse or children with me?

Yes. If asked, the U.S. institution requesting a J-1 visa for a trainee will also request J-2 dependent visas for the trainee's spouse and/or children. Please note that visa requests from the U.S. institution do not guarantee visa issuance from the U.S. consulate. Please also note that Fogarty does not provide financial support for families. Trainees would be personally responsible for all J-2 visa, travel, childcare, and insurance costs for their spouse and/or children, as well as costs related to food, housing, public transport, medical care, or other personal needs.

Short-Term Training: Mentor, Trainee, and Support Center Roles & Responsibilities**Mentors are expected to:**

- Review the Short-Term Training Guidelines & FAQs
- Based on the Guidelines, work with the trainee to develop a mutually agreed-upon set of expectations and goals for the short-term training visit. These discussions should begin during the application period.
- Explore and identify short-term training opportunities to suit the trainee's goals
- As part of the letter of support for the LMIC fellow's application, acknowledge approval of the short-term training plans and availability to host the trainee during the visit
- If an observership and/or lab training will be part of the visit, coordinate any necessary approvals ahead of the trainee's arrival to maximize their limited time in the U.S.
- Host the trainee during their U.S. visit, including:
 - Being available in person during the trainee's visit
 - Meeting with the trainee at regular intervals during their visit
 - Facilitating interaction of the trainee with colleagues and engaging the trainee in relevant meetings during their visit
- While the trainee is in the U.S., promptly notify the Support Center of any issues that may impact the accomplishment of the trainee's goals for the short-term visit

Trainees are expected to:

- Review the Short-Term Training Guidelines & FAQs
- Discuss training goals with their mentor and develop plans in line with program requirements. These discussions should begin during the application period.
- Confirm that their mentor will be available in person during the proposed training period
- If accepted to the program, request approval from the Support Center for the training plans, including arrival and departure dates that will allow sufficient time for visa processing
- Notify the Support Center of any changes to the training plans or timeline after the plans are approved
- Research and arrange for local housing and pay all associated costs
- Devote 40 hours per week to their fellowship, including attending all mentor meetings, trainings, and ongoing NPGH meetings (e.g., Core Competency, etc.)
- While the trainee is in the U.S., promptly notify the Support Center of any issues that may impact the accomplishment of the trainee's goals for the short-term visit

The Support Center is expected to:

- Review and approve the short-term training plans for accepted trainees
- Complete the visa request on behalf of the trainee and their spouse/dependents, if applicable
- Arrange the trainee's travel to and from the U.S.
- Coordinate enrollment in any course(s) that are part of the trainee's visit
- Coordinate registration and travel arrangements for conference attendance that is part of training
- Provide guidance for trainee to begin housing search, including private housing option suggestions, neighborhood advice, and facilitating introductions to shared housing opportunities, when possible
- Assist with observership application completion as needed, when requested by the mentor or the mentor's administrative team
- Arrange for basic health insurance to cover the trainee in case of any unexpected medical needs
- Support trainee with overall logistics of travel and stay. This may include bank and grocery store information, airport transport details, public transport options, SIM card, etc.
- Assist mentor and/or trainee in resolving any issues that arise during the visit that may impact the accomplishment of the trainee's goals for the short-term training visit