

## HRSA Faculty Loan Repayment Program – SoM Guidelines

March 14, 2024

### Background

These guidelines are for use in managing the application process under the Health Resources and Services Administration (HRSA) Faculty Loan Repayment Program (FLRP). Under the [HRSA FLRP program](#) (and as described in the agency's [2023 Guidance](#)) faculty members in eligible disciplines at an eligible health professions school can receive loan repayment assistance through the program, in exchange for serving at least two years as faculty at an eligible health professions school.

### Eligibility and Funding

- Eligible
  - Faculty members with appointments of two years or more, including term appointments<sup>1</sup>
  - Faculty members who come from disadvantaged backgrounds as described by HRSA based on environmental and economic factors<sup>2</sup>
  - Individual applicants evaluated by department for matching support
  - Departments should evaluate applicants using criteria including but not limited to:
    - School and department mission and needs as reflected in mission statements, business or strategic plans and other statements or documents; and
    - Equity considerations, taking into account the unit's history and past practices for funding, and ensuring the department's selection process supports equity, diversity and inclusion considerations.<sup>3</sup>
  - In informal response to our questions to HRSA about what factors in addition to eligibility criteria contribute to the strength of an application, the agency indicated the following:
    - Institutional commitment to matching funds
    - Demonstrated volunteer activities
    - Commitment to continuing to work in underserved communities

Note: At the national level, very few repayment awards are provided under this program. In the most recent cycle HRSA received 172 applications and made 20 awards.

- Ineligible
  - Faculty members with appointments of less than two years, including all annual appointments
  - Other ineligibility factors as described by HRSA (such as default on any federal payment or prior service obligations)

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<sup>1</sup> Eligible appointment types include professorial tenure-track, professorial without tenure due to funding, professorial research, professorial clinical practice, professorial teaching and multi-year lecturer appointments.

<sup>2</sup> See the [HRSA 2023 Guidance](#) and Appendix A for the HRSA list of factors.

<sup>3</sup> The Office of Healthcare Equity (OHCE) is available to assist with a department's consideration of equity impact.

- Funding
  - In an initial pilot program for the current 2024 application process, the School of Medicine and the SoM academic department in which the faculty member holds their primary appointment share 50%/50% in matching amounts paid by U.S. Department of Health and Human Services with total combined payment to recipient of up to (forty thousand dollars) \$40,000 Payment subject to federal income tax and FICA taxes.
  - The faculty member should carefully review the [Guidelines](#) for specific provisions related to tax liability and breach of contract.
  - If faculty member does not fulfill two-year service obligation due to resignation or termination, faculty member must repay any amount previously paid by UW (including SoM or the department) or the practice plan.

#### Application Process

- Faculty member (FLRP Applicant) confers with department regarding eligibility and matching funds, and submits a brief statement of interest to the department
- FLRP Applicant applies through agency process, provides the department with a copy of the application and keeps department apprised of submission, communications from agency, and outcome
  - Timing for submission is tbd each year but generally materials have come out in April or May in the past with June deadlines
- Department confers with Academic Appointments and Compensation (AAC) regarding logistics of funding and payment to individual. The relevant practice plan, UWP or CUMG, may be consulted and involved regarding funding arrangements.
  - **Departments should contact AAC regarding applications by May 31 of the year in which an application will be submitted, to allow time for administrative processing**
- The arrangement is reflected in a Loan Repayment Agreement, template provided and customized by AAC, to be executed by SoM Department (chair), FLRP Applicant, SoM (Vice Dean, Administration and Finance) and practice plan (executive director) as appropriate.

#### No guarantee of funding

The School of Medicine endeavors to support faculty members in accessing appropriate loan repayment or forgiveness programs; however, it does not guarantee that the application will be successful, nor does it guarantee support in the amount of proposed matching funds should the application be unsuccessful.

#### Other loan repayment programs

The School of Medicine encourages units and individual faculty to explore available loan repayment and forgiveness programs. In addition to the HRSA Faculty Loan Repayment Program, other loan repayment programs which may be of interest to faculty can be found [here](#).

## APPENDIX A

**Disadvantaged Background** – An individual certified by the health professions school as having come from a “disadvantaged background” based on economic or environmental factors. These individuals can be either environmentally or economically disadvantaged as described below:

- 1) **(Environmentally Disadvantaged)** Comes from an environment that has inhibited them from obtaining the knowledge, skills, and abilities required to enroll in and graduate from an undergraduate or graduate school based upon factors including, but not limited to, the following:
  - o Graduated from (or last attended) a high school from which a low percentage of seniors received a high school diploma;
  - o Graduated from (or last attended) a high school at which many of the enrolled students are eligible for free or reduced price lunches;
  - o Comes from a family that received public assistance (e.g., Temporary Assistance to Needy Families, Supplemental Nutrition Assistance Program, Medicaid, or public housing);
  - o Comes from a family that lives or lived in an area that is designated under section 332 of the Public Health Service Act as a Health Professional Shortage Area or is designated as a Medically Underserved Area;
  - o Participated in an academic enrichment program funded in whole or in part by the Health Careers Opportunity Program, authorized by section 739 of the Public Health Service Act;
  - o Participated in the Scholarships for Disadvantaged Students Program, authorized by section 737 of the Public Health Service Act;
  - o Did not complete high school but received an Adult High School Diploma or General Educational Development or has received or is receiving public assistance;
  - o Comes from a school district where fifty (50) percent or less of graduates go to college or where college education is not encouraged;
  - o Is the first generation in their family to attend college;
  - o Has a diagnosed physical or mental impairment that substantially limits the person’s participation in educational experiences and opportunities offered by a college;
  - o For whom English is not the primary language and took a Test of English as a Foreign Language (TOEFL) before entering health professions school;
  - o Was accepted to a health professions program after academic reassessment at the completion of remedial courses;

**OR**

- 2) **(Economically Disadvantaged)** The following are characteristics that describe students who are considered economically disadvantaged:
  - o Individuals who come from a family with an annual income below a level based on low income thresholds according to family size published by the U.S. Census Bureau, adjusted annually for changes in the Consumer Price Index and adjusted by the Secretary of the U.S. Department of Health and Human Services.
  - o Individuals who are considered as coming from a low income family. The Secretary of the U.S. Department of Health and Human Services defines a “low income family” for various health professions and nursing programs including Titles III, VII and VIII of the Public Health Service Act as having an annual income that does not exceed 200 percent of the U.S. Department of Health and Human Services poverty guidelines.
  - o Students who received a Federal Pell Grant.

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