



TERMS OF AGREEMENT

If awarded a 2025 AAFP Foundation Family Medicine Leads (FM Leads) Emerging Leader Institute Scholarship, you must comply with the following terms of agreement as a scholarship recipient:

1. Complete W-9 IRS tax form prior to receiving \$1,000 scholarship check at the FM Leads Emerging Leader Institute Welcome Breakfast. Since the scholarship is more than \$600 it is taxable income per the IRS, and the AAFP will mail a 1099 tax form by January 31 the following year.
2. Attend FUTURE, July 31- August 2, 2025, in Kansas City, MO, and the AAFP Foundation FM Leads Emerging Leader Institute, August 2-3, 2025, at the AAFP Headquarters in Leawood, KS.
3. Attend all program related FM Leads Emerging Leader Institute events and activities.
4. Complete all leadership project work related to assigned leadership track by March 31, 2026. Late projects will not be considered for awards and failure to complete leadership project will result in consequences.
5. Maintain monthly communication with AAFP family physician mentor during program period from initial match until the project submission. Participate in pre and/or post-Institute meetings.
6. If granted a Leadership Project Award, return the following year to FUTURE and showcase project work in poster format.
7. If granted a Best Leadership Project Award, return the following year to FUTURE and give a formal presentation, participate in FM Leads Emerging Leader Institute weekend activities, and attend an AAFP or AAFP Foundation special opportunity related to your leadership track.
8. Grant permission to the AAFP Foundation to use of photographs, video, audio or other recordings, in any form and in any media, and to use your name, project, and/or biographical information, and share language from donor acknowledgement in connection with or apart from any such use, without prior review or approval by you.
9. Write a formal thank-you note to FM Leads Emerging Leader Institute donor(s).
10. Complete a survey following the FM Leads Emerging Leader Institute program.

Please contact Matt Duncan with any questions.

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