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CARL AND ELIZABETH NAUMANN DEAN OF THE STANFORD UNIVERSITY SCHOOL OF MEDICINE

Professor of Otolaryngology—Head and Neck Surgery

Professor of Neurobiology and of Bioengineering, by courtesy



May 15, 2021

John Huguenard, PhD
Ivan Soltesz, PhD
Departments of Neurology and Neurosurgery
Stanford University School of Medicine
Stanford CA, 94305

Re: NINDS Stanford Epilepsy Training Program

Dear John and Ivan:

I am pleased to offer the enthusiastic support of the School of Medicine (SoM) for the Stanford Epilepsy Training Program (ETP) led by Program Directors John Huguenard and Ivan Soltesz. The Epilepsy Training Program is a highly valued resource to our School that has been extraordinarily effective at identifying and training scholars in the critically important field of epilepsy research. Notably, the program is strongly interdisciplinary, with faculty in multiple departments, including many new faculty who bring a range of expertise to further accelerate epilepsy research and training from gut-brain interactions to human tissue research and interventional neuroscience. The program directors have developed a strong training plan that includes mentoring junior faculty and creating customized training plans for program scholars. I want to highlight the extensive institutional support offered for training grants and their trainees in the School of Medicine in the following areas:

1. Financial and Non-Financial Resources that are committed to the ETP Program

Ensuring sufficient start-up funding to permit early-stage faculty to participate in training

Per SoM policy, start-up funds are provided and documented in offer letters. The Office of Academic Affairs and Faculty Compensation reviews offer letters to ensure startup funds are adequate. Start-up funds cover research expenses typically for the first 3-4 years, including supplies, equipment, and personnel. In some departments, start-up also includes assistance with housing and salary (if not covered by funding).

Supporting core facilities and technology resources, and describing how they can be used to enhance training

As detailed in this application, the postdoctoral trainees in this program benefit from outstanding facilities and resources provided by Stanford University and its schools. The extraordinary level of investment of the University and schools in the research environment – new buildings, centers and institutes, shared instrumentation facilities, and other research resources – has played a large role in building outstanding laboratory research environments. For example, the following state-of-the-art buildings highlighted below - among others - are core to this program: The Stanford Neurosciences Building, dedicated in 2020, and Wu Tsai Neuroscience Institute provide some of the most recent state of the art resources for epilepsy research. The Neurosciences building houses research labs for many of the faculty in the ETP, including, Huguenard, Ding, and Kaltschmidt, and the building, by design includes a computation core, literally housed as a central element in the building – the theory center. This is critical for the ETP as understanding complex diseases such as epilepsy will require computation approaches that bridge the different levels of analysis. In addition to housing several ETP faculty, the building hosts 6 of the major neuroscience related cores, the Gene Vector Virus Center (GVVC), the Neuroscience Microscopy Service (NMS), the Koret Human Neurosciences Community Lab (HNCL) for EEG/TMS, the Vincent V.C. Woo Sandbox Community lab (SBCL) for practical neuroscience research workshops, the Neurosciences Preclinical Imaging Laboratory (NPIL) for animal MR imaging, and the Neurosciences Visualization Laboratory (VIZ). Other modern facilities supporting

the research of ETP faculty include the Bass Biology Building, dedicated in 2019, and Lorey I. Lockey Stem Cell research building, dedicated in 2010.

Providing adequate staff, facilities, and educational resources to the planned program

The Dean's office supports the Office of Postdoctoral Affairs (OPA), with eight staff members. OPA sponsors multiple programs addressing career skills for academic research, entrepreneurial endeavors, mentoring, and communication. Programs include talks and workshops on setting up a lab, negotiating job offers, teaching, writing grants and fellowships, and conflict resolution. Quarterly orientations, held in conjunction with the Stanford and School of Medicine career centers, provide a wide range of information on Stanford, resources available to postdocs, and career planning. In his role as Advising Dean of Graduate Education and Postdoctoral Affairs, Dr. David Schneider meets with trainees regularly and advises them on issues ranging from academics to wellness. The Associate Dean for Postdoctoral Affairs meets regularly with postdocs and faculty to resolve conflicts, plan careers, and provide general guidance. Postdocs can and do audit graduate courses, including our newly minted Mini-courses, which allow a deep dive into or exploration of a new area with a limited time commitment. Postdocs also have access to a range of workshop and course offerings from Lane Library, the School of Medicine Biosciences Careers office and BEAM, Stanford Career Education.

The SoM Dean's office has structured a systematic Individual Development Plan (IDP) program for all postdoctoral scholars. The IDP program was developed through extensive consultation with multiple groups of faculty, students, and staff. Standardized IDP forms, specifically tailored to each stage of a trainee's progress through postdoctoral training, comprehensively assess each trainee's academic, professional and career progress, and create a clear action plan toward achieving goals and milestones in those areas. Stanford has a web-based tracking system to ensure every NIH-supported postdoctoral scholar completes an IDP and meets at least once annually with his/her advisor for discussion of this material.

Through BioSci Careers, we support postdoctoral scholars with individualized counseling, curriculum, career mentoring, and connections, including BioSci Connect, a new online Biosciences alumnus mentoring platform to connect alumni to our postdocs in support of their professional and career development. The office of Dr. Sheri Krams, as Senior Associate Dean (SAD) for Graduate Education and Postdoctoral Affairs, supports all T32 training grant directors by hosting quarterly meetings to share best practices and discuss topics of interest carries out official program reviews, including interdepartmental, departmental, and T32 program reviews.

2. Supporting the PDs/PIs and other key staff associated with the planned training program: The program faculty consists of 13 faculty mentors with outstanding records of scholarship. The program selects faculty mentors dedicated to research, mentoring, and teaching, and includes both senior faculty with established track records in training and junior faculty. The program assigns a supportive mentor from the senior faculty to each Assistant Professor to ensure that students are well trained and mentored. In addition, the program has administrative staff dedicated to postdoc support.

3. Providing specific support for NINDS training activities including encouraging trainees to attend annual NINDS T32 workshop: SoM recognizes the critical importance of mentoring trainees and will ensure that Dr. Huguenard and training program faculty have adequate time as part as your University and Division roles to direct and participate in this outstanding program.

As per NINDS guidance, we will strongly encourage all ETP trainees to attend the annual NINDS T32 Workshop once during their tenure of support by the training grant, and will assure that at least one of the training grant PD/PI(s) attend each year. This meeting provides an important opportunity for program directors and trainees to network, share perspectives on training approaches, present their research and engage in scientific discussion.

4. Developing and promoting a culture that advances the highest standards of scientific rigor, reproducibility and responsible conduct of research

Rigor and Reproducibility

Our goals are to enhance graduate and postdoctoral training in experimental design and data collection, organization, and analysis. The University maintains a Research Policy Handbook, which describes policies on the conduct of research, faculty responsibilities to staff and students, authorship, non-discrimination in research agreements, misconduct, and retention and access to data. The schools provide Responsible Conduct of Research (RCR) coursework and workshops, which cover research integrity and experimentation. In addition, we offer 58 graduate-level courses on experimentation and statistics. We highlight the following opportunities:

- Introduction to R for Data Analysis teaches R, an open-source programming language for statistical analysis, focusing on the computational aspects of reproducible research and transparency in publication. This course is applicable to trainees of the ETP, as translational neuroscience in epilepsy research is increasing reliant on big data approaches ranging from transcriptomics, to imaging, to multi-site recordings, and R is frequently used in statistical analysis of such sets.
- The Practice of Reproducible Research is a planned mini-course that covers data management practices and computational approaches to facilitate version control, reproducible workflows, and data archiving. This course compliments the R course above provides ETP scholars with skills to manage large data sets.
- The Data Studio through our Department of Biomedical Data Science (formed in 2015) also provides specialized focus in rigor and reproducibility for our students and postdocs. Most sessions are an extensive and in-depth consultation for a researcher based on research questions, data, statistical models, and other material prepared by the researcher with the aid of a facilitator. During the Data Studio, the researcher explains the project, goals, and needs. Experts in the area across campus are invited to contribute to the brainstorming. Drop-in consulting is also available pairing students and postdocs with faculty experts in data science. ETP scholars can visit the Data Studio to develop an integrated experimental design, data acquisition, and analysis plan.
- Stanford Biosciences Grant Writing Academy supports postdocs annually in creating proposals and providing productive writing practice as preparation for F and K fellowship applications. R&R is a significant component and trainees are guided to incorporate R&R into their proposals. All trainees of the ETP will attend the grant writing academy to assist in their writing of independent F32 proposals during their first year in the program.
- The Stanford Library offers regular workshops with the Center for Open Science on Reproducibility, which cover writing useful project documentation, employing version control, creating pre-analysis plans, and enhancing scientific workflows by implementing open source tools. Such open source tools are also being developed here at Stanford, including the OpenfMRI tools and data-sharing platforms developed by the Stanford Center for Reproducibility in Neuroscience, which also serves to further discussion about reproducibility on campus. Likewise, the Meta-Research Innovation Center at Stanford (METRICS), which aims to transform research practices to improve the reproducibility, efficiency and quality of scientific investigation, offers courses and webinars on methods, evaluation, reporting, and reproducibility that are available to all. These offerings are enhanced by the NIH training modules on Rigor and Reproducibility, which are made known to all trainees on T32s and other training grants requiring that content.

Responsible Conduct of Research

All Stanford graduate students and postdocs are required to receive instruction in the responsible conduct of research. For ETP trainees, this formal training takes place through the Stanford Center for Biomedical Ethics. During their first year, every trainee in the Program takes MED 255 (The Responsible Conduct of Research), an 8-

hour course taught by the Center's professional staff. MED 255 is offered in multiple sections throughout the academic year; each session meets from 9 am-5 pm on a Saturday or Sunday during the year. Topics include: (1) conflict of interest; (2) policies regarding human subjects; (3) mentor/mentee responsibilities; (4) collaborative research; (5) peer review; (6) data acquisition; (7) research misconduct; and (8) contemporary ethical issues. In addition to offering MED 255, the Center offers programs, seminars, and journal clubs in a number of areas including Neuroethics, Stem Cells and Society, and Integration of Research on Genetics and Ethics, as well as a program in Bioethics and Film. These programs are available for any interested trainees to attend. Our trainees also have the opportunity to enroll in other ethics-related courses, of which the SoM offers 22 additional courses related to research ethics. The School of Education offers 2 courses related to ethics and the Law School offers 1 research ethics course.

5. Ensuring that faculty with a role in the proposed program have time available to devote to their responsibilities to the program and are recognized for participating in training and mentoring: Each faculty member's percent effort with respect to teaching (mentoring, training), research, clinical care, and administration is articulated and reviewed regularly (usually annually) by the department. SoM recognizes the critical importance of mentoring trainees and faculty and will ensure that you will have adequate time as part of your University and department roles to direct this outstanding training program. Training grant faculty are also given the necessary time to excel as faculty mentors and are encouraged to participate in various programs to enhance their skills in leadership, teaching, and mentoring.

Training grant faculty are also given the necessary time to excel as faculty mentors and are encouraged to participate in institutional mentor training workshops, launched in January 2020 from the office of Dean Krams to support our T32 faculty on a regular basis. Topics include Mentor/Mentee Communications; Trust, Conflict Management, Building Better Communication; Trainee Career and Professional Development; Addressing Equity and Inclusion; Culturally Sensitive Mentoring; Ethics and Responsible Research; Supporting Trainee Wellness; and Negotiation. ETP faculty, both senior and junior, will be expected to participate in at least one workshop per year.

6. Considering activities integral to excellent research training (such as teaching and mentorship) in tenure and promotion decisions

For the University Tenure Line (UTL): Excellence in scholarship, teaching, and mentoring (and clinical care, if applicable) is an important prerequisite for a tenured appointment at Stanford because the University is dedicated to outstanding achievement in all of these domains. The purpose of the appointment, reappointment, or promotion evaluation is to appraise, on the basis of the record to date, the candidate's standing in and impact on his or her scholarly discipline (broadly defined) and the candidate's quality as a teacher and mentor (and as a clinician, if applicable). The second criterion for a UTL appointment is promise – or a record demonstrating – that the candidate is capable of sustaining a first-rate teaching program during his/her Stanford career.

Teaching is broadly defined to include: the classroom, laboratory, or clinical setting; advising; mentoring; program building; and curricular innovation. Teaching may include undergraduates, graduate students, medical students, residents, postdoctoral fellows and in postgraduate and continuing medical education. It is recognized that many tenure-line faculty in clinical departments teach in small group sessions or with individual trainees.

7. Ensuring that postdocs will continue to be supported when they transition from the training grant to other sources of support and if their mentor experiences a hiatus in funding

The SoM has a variety of programs to help fund postdoctoral trainees, including the Dean's fellowships and the Berry Fellowships. The Dean's fellowships provide 50% of the minimum stipend for 1 year, and funds 30-40 scholars a year. The Berry fellowship provides up to 3 years of funding as well as ancillary funds for research and travel for 2-3 scholars each year. Bridge funding is provided to ensure that training may continue if a mentor experiences a hiatus in funds

In addition, Child Care the Child Care Assistance Grant (CCAG) and the Family Grant provide ancillary financial support for postdocs. Initiated in 2021, CCAG provides support for postdoctoral scholars with dependent children to assist with the cost of child care. The Family Grant Program provides support for postdoctoral scholars with dependent children for unrestricted use.

This SoM funding commitment helps to provide the financial support necessary to allow trainees to extend their training and complete their research projects.

8. Promoting diversity and inclusion at all levels of the research training environment (trainees, staff, faculty, and leadership) and creating a positive supportive and inclusive research and training environment: Stanford is committed to fostering a diverse community in which all individuals are welcomed, respected and supported to achieve their full potential. These diversity commitments complement the many programs at the SoM and Stanford including the diversity inclusion initiative IDEAL (Inclusion, Diversity, Equity, and Access in a Learning Environment) launched in 2018. IDEAL works across the entire University community to ensure that diversity of thought is represented, that all members of Stanford feel that they belong, are supported, and have access to opportunities and benefits of the University. We value diversity because we believe that interaction with people with unique backgrounds and life experiences allows us to reach a new level of innovation in education, scientific research, and medicine.

Through the Stanford Postdoctoral Recruitment Initiative in the Sciences and Medicine (PRISM), Stanford commits substantial resources and effort toward recruiting a diverse postdoctoral population. We invite graduate students, and especially those from backgrounds underrepresented in academia, to apply for a PRISM interview opportunity. Underrepresented groups include, but are not limited to: African Americans, Latinos, Native Americans, Pacific Islanders, Filipinos, those with disabilities or from disadvantaged backgrounds, and those underrepresented on the basis of gender identity or expression or sexual orientation. Stanford PRISM invites students to explore our training environment and to consider whether advanced training at Stanford would support their career goals. ETP Program faculty participate in PRISM, with program directors providing an overview of training during on-campus or virtual visits of each PRISM cohort.

Stanford School of Medicine's newly formed Propel Postdoctoral Scholars Program seeks to 1) attract and train talented postdocs from backgrounds typically underrepresented in the sciences, 2) provide postdoctoral funding support and professional development programs that will prepare individuals to assume leadership roles as faculty in academia, and, in so doing, 3) champion a culture of belonging and inclusion in science and academia, within and beyond Stanford.

The following on-campus postdoc groups are diverse and critical to our institution:

- Stanford University Postdoc Association (SURPAS) is the umbrella organization of all postdoctoral scholars at Stanford. SURPAS' mission is to work with university administration in enriching the lives and the career development of postdocs; in addition, SURPAS organizes social and academic events.
- Stanford Black Postdoc Association (BPA) builds community among black postdocs that will lead to a professional network to support and promote diversity. BPA provides information about conferences, workshops, seminars, grants/fellowships, travel awards, and volunteer opportunities related to diversity.

- Stanford Latinx Postdoc Association (SLPA) strives to improve, enhance, and enrich the Latinx postdoc experience at Stanford through community building, professional development and networking. SLPA supports and promotes diversity and inclusion in higher education.
- Out in Science, Technology, Engineering, & Mathematics (oSTEM@Stanford) is part of the national student (and postdoc) society dedicated to increasing the participation and visibility of people who identify as lesbian, gay, bisexual, transgender, or queer (LGBTQ+) in disciplines related to STEM.
- Science and Engineering Graduate Women's Association (SEGWA) is the umbrella organization for all graduate women in science and engineering at Stanford. SEGWA promotes interdisciplinary communication and collaboration between women and women's organizations.

In addition, the Diversity Center of Representation and Empowerment, or D-CORE, was established in October 2017 to provide a physical location where any member of the Stanford Medicine community interested in issues of inclusion and diversity can hold meetings or support groups, or just hang out and study. Diversity-focused staff hold regular office hours to increase engagement with and support for trainees.

Our Office of Postdoctoral Affairs (OPA) is the hub for all postdoctoral appointments at Stanford and supports postdocs in all aspects of their training. OPA collaborates with university organizations, faculty, postdocs, administrators, and external entities to support the personal growth and professional development of each postdoc in preparation for their independent research, professional, and academic careers.

Ensuring a positive, supportive and inclusive research and training environment for individuals from all backgrounds: The SoM provides an environment of personal and professional exploration, allowing postdocs to define and follow their own path to success. The trainees have full access to the undergraduate, graduate, and medical curricula to enhance their educational and training experience. The following SoM and OPA programs are also instrumental in enriching the research and training environment for postdocs from all backgrounds:

- The Stanford Biosciences Grant Writing Academy, sponsored by the office of Dean Krams, supports trainees in creating proposals and productive writing practice; teaches trainees to write and edit efficiently; empowers trainees to elicit and provide effective feedback; and provides coaching, editing, and review of proposals.
- Advanced English for Non-Native Speakers. This series offers intensive, advanced English training for non-native speaker postdocs to refine their proficiency and fluency, especially in an academic setting.
- Designing Your Postdoc. This workshop applies design thinking to an individual's postdoctoral training and reflects on who you are, where you are going, and how you can get there. The postdoc will identify resources and plan to apply them to his/her training in the right place at the right time.
- Mentoring in Research. This two-day workshop helps postdocs improve their mentoring and managing skills to work more effectively with undergraduates, graduate students, and research assistants.
- Postdoc Academic Chats. These monthly lunchtime seminars for postdocs from all disciplines led by Dr. Rick Reis covers topics relevant to pursuing academic careers.
- Postdoc Pedagogy Journal Club. This is a monthly, cross-field journal club focusing on pedagogical topics, including teaching methods and pedagogy theory. In addition to helping participants engage in contemporary teaching training, this journal club fosters a community of postdocs interested in teaching.
- Postdoc Teaching Certificate. Offered through OPA, the Postdoc Teaching Certificate provides a framework for postdocs to engage in teaching preparation and practice.
- Postdoc Wellness Programs. OPA offers various workshops, series, and wellness-related events for postdocs throughout the year.

- Preparing for Faculty Careers. This Spring Quarter course is for postdocs and advanced graduate students considering a career in academia; participants do self-exploration, learn about the variety of roles in academia, learn how to apply and land a faculty job, and develop a plan to thrive as a faculty member.
- Scientific Management Series. This course introduces postdocs to skills needed to establish independent careers in academic and other settings through seminars by leading faculty and subject matter experts.

The following university units are also essential in providing a supportive trainee environment:

- The Office of the Vice Provost for Graduate Education (VPGE) offers a complementary set of programs and events for Stanford postdocs in any discipline to help them grow academically and professionally. VPGE has provided guidelines for advising relationships between faculty and trainees. In making expectations explicit, faculty advisors and trainees gain a shared understanding of Stanford's commitment to best practices that establish clear communication within advising relationships.
- BEAM, Stanford Career Education also offers a complementary set of programs and events for our postdoc community that focus on the academic track and the non-academic track. Examples include Jumpstart Your Academic Job Search and Academic Job Search: Negotiating Faculty Job Offers.

9. Ensuring accessibility of research facilities to trainees with disabilities: The SoM supports the recruitment, enrollment and graduation of students and postdoctoral fellows with disabilities. The Diversity and Access Office (DAO) ensures that the entire Stanford community has equal access to resources, facilities, and opportunities. The DAO provides technical assistance, training on assistive technology, transportation, lodging, recreation, community resources, event, and evacuation plans. The Vice Provost for Graduate Education's diversity statement includes students who have disabilities. The Office of Accessible Education (OAE) provides resources to all students and postdocs on campus who have disabilities, such as classroom and housing accommodations. All of Stanford's research facilities are fully accessible to researchers with disabilities, and we are fully committed to providing any necessary accommodations for disabled students and postdocs. The Campus Access Guide is an online system of maps detailing accessibility information for buildings on campus, including research buildings.

10. Efforts to ensure diversity in the ETP faculty: Recruiting and retaining a diverse population of individuals at all levels is important to Stanford's School of Medicine. The Office of Faculty Development and Diversity partners with faculty search committees to ensure a fair and equitable faculty hiring process. Methods employed in recruitment include unconscious bias training, a faculty diversity officer on each search committee, and developing best practices for the search process. In addition, the Faculty Diversity LENS committee's goal is to partner, assist, and collaborate with Search Committees to improve the Department's faculty searches, candidate evaluations, and outreach efforts. This all leads to the ultimate objective of recruiting great talent and furthering the department's efforts to create and nurture a more diverse and inclusive environment. The faculty members associated with the ETP, include both senior faculty with established track records, as well as junior faculty. The ETP has dramatically increased its faculty diversity in this round, quadrupling the number of female mentors, and is committed to increasing numbers of underrepresented faculty in the coming years.

11. Providing resources and expertise for evaluating ETP

Our overarching aim is to make Stanford the best place in the world for postdoctoral training in epilepsy training. As such, I strongly support the evaluation plan set forth in the application. The purpose of the evaluation process is to understand perspectives on the program strengths, weaknesses and opportunities from postdoctoral students, alumni and faculty. The named T32 internal and executive advisory committees will assist Drs. Huguenard and Soltesz in evaluating the program and provide recommendations for improvement based on review of T32 documentation and trainee and alumni survey findings. As an optional part of the process, an external review will be pursued if desired by the program director or as needed. The SoM has invested resources

in developing a postdoctoral alumni database, with critical information on outcomes. The ETP has been an early adopter of this database, which augments the information provided in the progress report section.

12. Ensuring the research facilities and laboratory practices promote the safety of trainees: Safety is a core value at Stanford, and the University is committed to continued advancement of an institutional safety culture with strong programs of personal safety, accident and injury prevention, wellness promotion, and compliance with applicable environmental and health and safety laws and regulations. Stanford University makes all reasonable efforts to: (1) promote occupational and personal safety, health and wellness; (2) protect the health and safety of Stanford University faculty, staff, and trainees; (3) provide information to faculty, staff, and trainees about health and safety hazards; (4) identify and correct health hazards and encourage faculty, staff, and trainees to report potential hazards; (5) conduct activities in a manner protective of the environment, and inform the Stanford community regarding environmental impacts associated with institutional operations; and (6) maintain a risk-based emergency management program to reduce the impact of emergency events to the Stanford community. Faculty, staff, and trainees are responsible for: (1) keeping themselves informed of conditions affecting their health and safety; (2) participating in safety training programs as required by Stanford policy and their supervisors and instructors; (3) adhering to health and safety practices in their workplace, classroom, laboratory, and student campus residences; and (4) advising of or reporting to supervisors, instructors or Environmental Health and Safety potentially unsafe practices or serious hazards in the workplace, classroom or laboratory. Stanford's program for providing a safe 7 workplace for faculty, staff, and trainees includes: facility design; hazard identification, workplace inspection, and corrective action; shutdown of dangerous activities; medical surveillance; and emergency preparedness.

13. Efforts to provide family friendly environments, accommodations and leave policies: The Office of Postdoctoral Affairs (OPA) strives to provide family-friendly environments, accommodations and leave policies for postdocs at Stanford. OPA actively recruits prospective postdocs from all backgrounds to consider training at Stanford, provides networks of mentoring and support, and creates opportunities for successful contributions within the academia and with our surrounding communities. Through previously described program like PRISM and Propel, the SoM aims to recruit and retain postdoctoral scholars from populations historically underrepresented in STEM, including women. Furthermore, Stanford University has multiple support mechanisms available to trainees to help them achieve their full career development potential despite the occurrence of critical life events, including (but not limited to) the following:

Pregnancy and Parenting Accommodations: Stanford University prohibits discrimination on the basis of any characteristic protected by applicable law, including discrimination on the basis of pregnancy, in the administration of its programs and activities. The University understands that family- or health-related needs may warrant granting temporary reductions in effort, such as in the case for a new parent, a reduction to a minimum of 50% FTE for new mothers or fathers for up to three months following the return from leave related to the birth or placement (adoption or fostering) of a child. Postdocs who are pregnant and give birth may be eligible to receive a disability benefit, and may apply to receive up to 6 weeks of full pay while on maternity disability. The Stanford WorkLife program supports expectant and new parents with information and support on a variety of topics ranging from maternity leave to lactation support.

Access to Affordable Childcare Services: The WorkLife Program manages child care on campus, as well as provides options for off campus childcare. On-campus childcare includes six education programs that serve children in the Stanford community ranging in age from infants to five years old. All offer the highest level of care, supervision and education. Childcare may be subsidized for eligible postdocs and funds are also available through the Childcare Assistance Grants, that provide up to \$5000 for childcare for eligible postdocs. In addition, the Backup Child Care Program provides eligible postdocs with up to 10 days of back up emergency subsidized child care.

Accommodations for extended medical, family care or emergencies: Consistent with State and federal law, Stanford postdocs are eligible for leave due family circumstances, including a serious health condition of the postdoc, to care for a qualifying family member or to bond with a new child. The eligibility, duration and qualifying events for these family leaves vary and are coordinated by the Disability and Leave Specialist in the Postdoc Benefits Office. In addition, in the event of serious health condition of a postdoc or one of their immediate family members, postdocs are eligible for a reduction of up to 50% FTE for up to 12 weeks. Ancillary financial support is available for postdocs for medical expenses or emergencies through the Family Grants Program (upto \$5000 for eligible postdocs) and the Senior Associate Deans Office Postdoc Hardship Fund.

14. Ensuring that proper policies, procedures, and oversight are in place to prevent discriminatory harassment and other discriminatory practices and to appropriately respond to allegations of such discriminatory practices, including providing any required notifications to NIH: Stanford has long shared NIH's concerns regarding issues of harassment and discrimination. We take pride in welcoming students, faculty, staff, and postdocs of any race, color, national or ethnic origin, sex, age, disability, religion, sexual orientation, gender identity, veteran status, or marital status. Like the NIH, Stanford prohibits unlawful harassment including sexual harassment and sexual violence. Stanford also does not tolerate unlawful discrimination on the basis of these or any other characteristic protected by applicable law in the administration of the University's programs and activities.

Stanford's Nondiscrimination Policy provides: Stanford University prohibits discrimination and harassment and provides equal opportunities for all community members and applicants regardless of their race, color, religious creed, national origin, ancestry, physical and mental disability, medical condition, marital status, sex, age, sexual orientation, gender identity, veteran status or any other characteristic protected by law.

Additionally, Stanford's prohibition on Sexual Harassment provides: Where sexual harassment has occurred, the University will act to stop the harassment, prevent its recurrence, and discipline and/or take other appropriate action against those responsible.

Specifically, to provide assurances as required by NOT-OD-19-029, on behalf of the University, we assure Stanford's institutional commitment in the following areas:

- Stanford University has proper policies, procedures, and oversight in place to prevent discriminatory harassment and other discriminatory practices;
- Stanford responds appropriately to allegations of discriminatory practices; • Stanford has developed a protocol to inform NIH/the Office for Civil Rights in compliance with NOT-OD-15-152; and
- Stanford has adopted and will follow its institutional protocol for requesting NIH prior approval of a change in the status of the Program Director/Principal Investigator (PD/PI) or other key personnel to continue their role on the NIH award described in the training grant application as described in NOT-OD-18-172.

We support your application in the strongest possible terms, and we hope that NINDS will support this highly successful and innovative program.

Sincerely,



Lloyd B. Minor, MD