



Advancing the Field of Fetal Cardiovascular Care and Science through Collaborative Research, Education and Mentorship

The Fetal Heart Society (FHS, the “Society”) is increasing its position and renown within the community as a respected professional organization dedicated to the mission of advancing fetal cardiovascular research and education. As such, the Society has been and will likely continue to receive requests to support or endorse various endeavors such as grant applications, projects, clinical programs, educational conferences/seminar or other such efforts or products that originate from outside, but are possibly related to the mission of, the Society. As such, it is important that a thoughtful and unbiased mechanism for offering such official endorsement be created, with the principle of endorsement offered solely based on merit and of significant benefit to the mission of the Society. Endorsements should be offered sparingly and with good judgment, through transparency and without bias, and only for endeavors/items that are clearly in line with the mission of the FHS.

Therefore, the following mechanism for FHS endorsement is proposed:

- *A one page “application of request for FHS endorsement” should be completed and submitted to the President for consideration. The request should include a clear and cogent argument as to the purpose of the request and the potential benefit to the mission of the Society*
- *If considered of merit by the President through an initial screen for appropriateness, the President will ask the Vice-President to designate, assign, and oversee a member of the Board of Directors of the FHS to formally review the request (the “reviewer”). For grant application support this reviewer will typically be the RCC chair. For educational event support, this reviewer will typically be the Conference Committee chair.*
- *Following investigation, the reviewer will present the case for the request of endorsement to the Board of Directors, with a recommendation (yes or no) with open discussion and debate to follow.*
- *The Board of Directors will then vote on whether to offer the endorsement*
 - *Unanimous for endorsement*
- *For announcement of educational events, only the Executive Committee will need to vote for approval*
 - *3/4 majority for announcement*
- *Members of the Board of Directors who have a conflict of interest concerning the endorsement, should make full disclosure to the Board of Directors of any such conflicts – financial or otherwise – and refrain from the review discussion and recuse herself/himself from the vote*
- *Letter outlining 1) Support or 2) Decline of Support should be signed by at minimum by the President.*



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Application for Fetal Heart Society Support of an Educational Event

- Your name
- Email
- Phone number (cell/work)
- Organization you represent and brief description of the organization
- Your role in the organization
- Please briefly describe your educational meeting including objectives, target audience, CME accreditation status, format (in-person/webinar), dates, location
- What level of involvement is your organization seeking from the FHS? (see definitions)
 - Announcement
 - Endorsement
 - Sponsorship
 - Co-Directorship
- In 1-2 sentences, describe why you are seeking FHS support (and how it aligns with the FHS mission if noted below).
- For each type of request please provide the following
 - Announcement - brochure or link agenda and faculty
 - Endorsement – above plus how endorsement will be utilized
 - Sponsorship – above plus specifics on resources requested
 - Co-Directorship – above plus scheduled discussion with Conference Committee
- Please provide any additional pertinent information that you would like the FHS to know about this request.
- FHS Process of Review:
 - Marketing endorsements will be reviewed by the FHS Executive Board who will notify you **within 1 week** of the date of your request with a decision



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- All other requests will be reviewed by the FHS Board of Directors will review this request and notify you **within 4 weeks** from the date of this request with their decision.

Announcing

Requests for publicizing your conference, educational material, or other relevant product through the Fetal Heart Society may be requested at two levels if the content is relevant to and aligns with the mission of the Fetal Heart Society:

1. Posting of your conference logo and link on the FHS website
2. Direct emails to the FHS membership

Endorsement

To request an endorsement from the Fetal Heart Society, you are asking the FHS to publicly recommend your conference, educational material, or other relevant product because it is relevant to and aligns with the mission of the FHS.

Sponsorship

If you request sponsoring from the FHS, you are requesting support through a delivery of a service or financial support.

Co-Directorship

The FHS Conference Committee will participate in planning and organizing your meeting, such as the selection of speakers and lecture topics.



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Application for Fetal Heart Society Letter of Support for a Grant Application

- Your name
- Email
- Phone number (cell/work)
- Please provide a brief description of your proposed project

- Please provide a brief description of why you are seeking FHS support

- Please specify the level of support sought
 - Letter of Support (please include Specific Aims Page in application)
 - Collaboration with FHS Research Entity (please apply using concept review process available on the FHS website under the Research tab)
 - Other – please specify

- Please provide any additional pertinent information that you would like the FHS to know about this request.

- FHS Process of Review:
 - The FHS Board of Directors will review this request and notify you **within 4 weeks** from the date of this request with their decision.