Research Fellowships: Why, What, and How?

Peh Hsia
Sponsored Research and Program Development
www.rockefeller.edu/sr-pd
Caspary 1B
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Why Apply for Funding

• Prepare for a career as an independent investigator
• Contribute to the University mission
• Be an active member of the larger research community and participate in the discovery process
• Secure resources for training & research expenses
• Write up your findings (for future publications)
University Support for Grant-seeking

The process of seeking and applying external resources to support research is a complex and integrated effort supported by the University infrastructure and coordinated by two departments:

• Sponsored Research & Program Development (pre-award and post-award)
• Finance (post-award)
Types of Funding

- Fellowships
- Training Grants
- Dissertation Grants
Where to Apply

- Federal
  - NIH
  - NSF
  - Department of Defense
  - Other departments as funding programs are made available
- Foundations
- Internal (via Deans Office and Development)
Resources for Finding Funding Opportunities

• University Sponsored Research & Program Development (SR-PD)
  – Your Grants Management Specialist
  – SR-PD Website
  – SR-PD Emails
• Online resources such as InfoEd – SPIN, Grantsnet and others
• Mentor and peers

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NIH Kirschstein National Research Service Awards (NRSA)

- F31 Predoctoral supports an individual in a supervised research career development experience in the fields of biomedical and behavioral research
- F32 Postdoctoral supports an individual with potential to become productive and successful independent research investigators in scientific health-related fields
- T32 Institutional Training Grant supports institutions with established programs of supervised research career development in the fields of biomedical and behavioral research

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# NIH Fellowships Awards Summarized

<table>
<thead>
<tr>
<th>Citizenship Eligibility</th>
<th>F30</th>
<th>F31</th>
<th>F32</th>
</tr>
</thead>
<tbody>
<tr>
<td>USA or Permanent Resident</td>
<td>USA or Permanent Resident</td>
<td>USA or Permanent Resident</td>
<td></td>
</tr>
<tr>
<td>Length of Project Period</td>
<td>Up to 5 years mentored</td>
<td>Up to 5 years mentored</td>
<td>Up to 3 years mentored</td>
</tr>
<tr>
<td>Estimated Range of Annual Direct Costs</td>
<td>$24,922 plus partial tuition &amp; fees</td>
<td>$24,922 plus partial tuition &amp; fees</td>
<td>$44,846 - $58,886 (varies with years of postdoctoral experience)</td>
</tr>
<tr>
<td>Type of Training</td>
<td>MD/PhD students</td>
<td>PhD students (or equivalent)</td>
<td>Post-doctoral</td>
</tr>
<tr>
<td>Minimum effort committed to research training program</td>
<td>100%</td>
<td>100%</td>
<td>100%</td>
</tr>
<tr>
<td>Letters required</td>
<td>Mentor plus 3 referees</td>
<td>Mentor plus 3 referees</td>
<td>Mentor plus 3 referees</td>
</tr>
<tr>
<td>Participating NIH Institutes (check PA for listing as not all ICs participate)</td>
<td>PA-09-027</td>
<td>PA-09-208</td>
<td>PA-09-210</td>
</tr>
</tbody>
</table>

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Tips for NIH Training Fellowships

• Require 100% commitment towards research
• Strong/experienced mentor(s) is critical
• Training plan must be clear, focused, as well as exciting and practical
• Biosketches should reflect the potential of the candidate and the qualifications of the mentor
• Highlight coursework and professional work directly related to your research topic
The grant-seeking process is long and may last 12 months from the time of submission to award start date!

http://grants.nih.gov/grants/grants_process.htm#process
http://grants.nih.gov/grants/funding/submissionschedule.htm
Steps To Beginning Your Proposal

- Start early, approx. 6-9 months before deadline
- Review the funding program
- Research recently funded proposals
- Find out success rate at target agency/institute
- Discuss your research/proposal with your mentor
- Contact the Program Official/Director
- Secure reference letters
- Register with sponsor
- Work with your Grants Management Specialist
Strategic Resources

• Mentor
• Peers
• RU [SR-PD]
  – Forms and format
  – Budget (e.g. personnel effort & costs, indirect costs)
  – Boilerplates
  – Your Grants Management Specialist
  – Website
• Sponsor’s website
• NIH
  – Program Official
  – Award trends and success rates
  – Office of Extramural Research

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Preparing the Proposal

- Review scope of the funding opportunity announcement
- Make note of the deadline
- Verify eligibility with your Grants Management Specialist
- Read closely the guidelines/instructions – including special submission requirements
- Design your outline and research plan according to the sponsor’s instructions
- Discuss training and research plan with your mentor
- Fully address the review criteria in the order presented by the sponsor
NIH Review Criteria

1. Candidate
2. Sponsor/Mentor and Training Environment
3. Research Proposal
4. Training Potential
Compliance Issues: Human Subjects

• Research protocol must be submitted and reviewed by the University Institutional Review Board (IRB) before research can start
• Individuals involved with human subjects must have Protection of Human Subjects Certification
• Applications must be reviewed by the IRB before an existing approved protocol can be applied in the proposal
• Address sponsor’s requirements

Check [http://clinfo.rockefeller.edu/](http://clinfo.rockefeller.edu/) for more information
Compliance Issues: Vertebrate Animal Subjects

• Research protocol must be submitted and reviewed by the University Institutional Animal Care and Use Committee (IACUC) before research can start
• Applications must be reviewed by the IACUC before an existing approved protocol can be applied in the proposal
• Individuals involved with animal subjects must have proper training
• Address sponsor’s requirements

Check [http://www.rockefeller.edu/larc/iacuc.php](http://www.rockefeller.edu/larc/iacuc.php) for more information
Additional Elements

• Easy to Read
• Format
  – Font type and size
  – Margins
• Page limit
Submission Process

• Complete University “routing sheet”
• For full review and institutional sign-off, submit complete packet to SR-PD at least 5 business days before sponsor’s deadline
• If paper submission: after institutional sign-off, send the required # of copies and forward a final copy to SR-PD
• If electronic submission: final copy will be submitted by Authorized Organizational Representative (AOR)
Post-submission

• Receive confirmation of receipt and assignment
• Note sponsor’s decision date
• Receive summary statement
• If fundable score: submit “Just-in-Time” information and address any pending issues on your application; resolve any overlap of science and effort
• If low score or unscored: evaluate the reviewers’ comments; speak with your Program Official; prepare resubmission and work with your GMS
Managing Awarded Grants

Work with SR-PD and Finance on post-award management of your grant:
• Review the award documents
• Note scientific reporting requirements and other terms and conditions
• Follow funding restrictions/requirements
• Work with SR-PD and Finance if you need to revise your budget and if approval is required by sponsor
• Brief your mentor and lab administrator and keep them informed of your award and progress

All financial reporting is handled by University Finance department.
Award Management Contacts

- Pre-Award Issues x7791
- Post-Award Issues
  - Cindy Fuqua x8055 at SR-PD
  - Research Administration x8308 at Finance
Helpful References

• Sponsored Research and Program Development

• New Investigators
  http://grants.nih.gov/grants/new_investigators/

• Center for Scientific Review
  http://cms.csr.nih.gov/ResourcesforApplicants/

• NIH “Writing Your Application”
  http://grants.nih.gov/grants/writing_application.htm

• InfoEd
  https://spas.rockefeller.edu/login.asp

• “Making the Right Moves: A Practical Guide to Scientific Management for Postdocs and New Faculty”, 2nd Edition
Questions and Suggestions