



STANFORD MATERNAL AND CHILD HEALTH RESEARCH INSTITUTE Clinical Trainee (MD) Support Policy

GENERAL

The Stanford Maternal and Child Health Research Institute (MCHRI) Clinical Trainee (MD) Support program is designed to create a pathway and provide support for training the next generation of physician scientists focused on child¹ health.

Research Fellows of the MCHRI shall have roles and responsibilities consistent with MCHRI's Charter, Mission, Vision and Values and use the resources for their remuneration and benefits such that there shall be demonstrable, significant and meritorious scholarship/research activities related to innovation in maternal and child health.

The appointment of a MCHRI Research Fellow shall:

1. Involve a competitive process
2. Recognize outstanding:
 - a. Performance and potential of the candidate
 - b. Accomplishments and track record of the (co-) mentor(s)
 - c. Research proposal
3. Not entitle the nominee to additional benefits or compensation beyond those as determined by the Stanford School of Medicine (SSoM) or LPCH as appropriate

Unless specified by the philanthropic gift agreement, the endowment for a MCHRI Research Fellow does not belong to any specific Department or Division, but rests within the MCHRI and is used in a manner that optimizes the use of these resources for innovation in child health.

ELIGIBILITY

To be eligible for the award, the applicant must meet these criteria:

- Hold a medical (MD or equivalent) doctoral degree
- Have completed one year of training by the start of the award term
- Demonstrate a commitment to an investigative academic career in obstetrics, pediatrics, pediatric

¹ "Children" or "Child" refers to expectant mothers, oocyte, zygote, embryo, fetus, infant, child, and/or adolescent.

² Since there are some differences in the timing of research during the training of Pediatric subspecialists and other child health MD specialists (e.g. pediatric surgeons) the respective discipline's trainees

subspecialty or subspecialty primarily focused on child health (e.g., pediatric surgery)

- Use the MCHRI funding for their 2nd and 3rd years of research training (Post Graduate Year (PGY) 5 and PGY6) during which a minimum of 75% time is devoted to research²
- Provide documentation that s/he has submitted, or plans to submit, during the first 15 months of fellowship training (or residency training in the case of surgery residents), a competitive application to 1 or more agencies external to Stanford to support his/her research training. Should an applicant be successful in competing for a MCHRI award, funding will not be released until s/he provides documentation of having submitted an application to external funding agencies
- Have legal residence status in the United States
- Be a pediatrician or a child health specialist
- Primary research mentor may be from any research discipline
- Primary research mentor must be a member of the MCHRI
- Non-ACGME fellows are eligible provided all other criteria are met

The following are *not* eligible:

- Mentor or applicants who have overdraft(s) in previous awards that are not cleared prior to applying

Pre-Submission Consultations

Project Design/General

Brief consultations for project design and general grant writing are available. In addition, MCHRI Administration can assist with the identification of other Stanford resources (e.g., budgeting, statistics, and informatics). To request a proposal consultation, contact chri_admin@stanford.edu at least 30 days prior to submission deadline.

Biostatistics

Applicants must adequately describe the biostatistical methods, which will be used in the proposed study. A

may apply as long as equivalent criteria are met and there is a commitment from the Dept they will be accepted into the child health MD fellowship.

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biostatistical consult is *required* for all human-based studies and those with power calculations.

As part of a partnership with the Stanford Quantitative Sciences Unit (QSU), MCHRI Support Program Applicants may request services as needed to support the success of their research project (*most services at no charge to the investigator*). Their expertise is available for consultation, the development of grant proposals, and implementation of funded projects.

Applicants must schedule consultations for this funding mechanism 6-8 weeks prior to the application deadline*. Click [here](#) to submit a request directly to the QSU.

NOMINATION

MCHRI Research Fellows will be nominated by their Division Chief or Department Chair. A trainee can apply (i.e., be nominated) a maximum of two (2) times. There is no limit to the number of fellows nominated per Division or Department.

The nominator's letter will verify that:

- The applicant will spend a minimum of 75% time devoted to research during the years funded by the MCHRI fellowship
- And, that failure to maintain this commitment will result in forfeiture of the award and financial recovery of the award from the nominating Division or Department

APPLICATION

Type of Research

Research project must be *significantly* related to maternal and child health. "Child" refers to the expectant mother, embryo, fetus, infant, child and adolescent. All areas of research are eligible: basic, translational, clinical research, epidemiology/statistics, informatics, health services, or health policy.

Applicant Information

The potential MCHRI Research Fellow must submit a digital application following detailed instructions located [here](#).

The application includes:

- NIH Biosketch
- Evidence of acceptance into the relevant (sub)specialty fellowship training program (e.g. acceptance letter)
- A personal statement that:

- Outlines the rationale for the clinical sub-specialty, choice of research area and supervisors, and their personal career goals
- Includes a statement that in publications arising from this support they will indicate they were a MCHRI Fellow
- Includes a pledge to comply with all reporting requirements both during and following the completion of the award
- Assures that subsequent to completion of their training, they agree to provide follow-up information to the MCHRI regarding their subsequent professional academic achievements
- Evaluation by 3 referees (excluding mentors and co-investigators)
- Documentation that applicant has submitted (or will submit) during the first 15 months of initial research training, a competitive application to 1 or more agencies external to Stanford to support her/his research fellowship, or residency as appropriate with the discipline³

Supervisor/Primary Research Mentor

Training should be pursued in the wet or dry laboratories of mentor(s) who have or have had significant extramural funding for outstanding research programs and a track record for training researchers. If the nominating supervisor is an Assistant Professor, then a more senior research mentor must be integrally and intimately involved in the fellow's research program.

The supervisor/primary research mentor must have a history of being the primary supervisor of successful research trainees. Primary research mentor may be from any research discipline and must be a member of the MCHRI, a membership form is available [here](#).

A Mentor Support Form is *required* from the *Primary Research Mentor* for assistant professors, instructors, fellows and all postdocs.

Upon creation of an Online Application Record by the applicant (no later than 4 weeks prior to submission deadline), the *Primary Research Mentor* will receive an automated email with a unique link to complete the Mentor Support Form. For further instructions on the please go [here](#).

The supervisor will also provide:

- NIH Biosketch (including Personal Statement). NIH Biosketch template can be obtained [here](#).
- Other Support Page

³ For example, the training of a pediatric surgeon.

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- Assurance that if the Fellow completes the Annual Progress reports during and for 3 years after completion of the award (See Progress Reports below). If the fellow fails to do so it becomes the responsibility of the primary research mentor.

Research Proposal

The proposal should contain a concise description of the project aims, hypothesis, background, preliminary studies (if available), overall design and methods and potential pitfalls. For human-based studies there should also be a brief description of sample size and plan for statistical analyses of the results.

AWARD

The MCHRI Clinical (MD) Trainee Award:

- Provides **up to 100% salary** support plus fringe for up to two years (non-competitive renewal for year 2)
- Supports PGY5 and PGY6 (2nd and 3rd years) of fellowship only
- Shall be used for the fellows' remuneration and benefits (at the level determined appropriate for their particular specialty)

Review Timeline

- One grant cycle is offered annually in the spring
- Within this one competition a revision (resubmission) is allowed.
- Proposals are reviewed within 8-10 weeks of the submission deadline
- Awards are announced approximately 12 weeks from the submission deadline
- Proposals that are not funded in March are allowed to be revised and resubmitted in April in the same review cycle. Formal award letters for both rounds within the cycle will be issued in June. Award may not start more than 90 days than recommended start date (July 1).

Documentation of External Application

Funding is contingent upon documentation that the applicant has applied, or plans to apply, to a competitive external agency (outside of Stanford) during the first 15 months of initial research training to support their research fellowship, or residency as appropriate with the discipline⁴.

If the external funding application due date occurs after the July 1 start date for the MCHRI funding, initial partial funding will be released, with the remainder awarded once documentation of application for external funding has been received by the MCHRI administrative office.

Determination of Funding Level

If the applicant is successful in obtaining external funding for his/her salary, s/he must immediately notify the MCHRI. *In such a situation, the MCHRI award will be reduced by a comparable amount.*

However, if the applicant is successful in obtaining external salary funding, an incentive 'bonus' of up to \$10,000 will be awarded to the fellow, to be used for any purpose at the discretion of the mentor, with the exception of the purchase of computers. The purchase of computer software must be justified. The amount of the incentive 'bonus' will be awarded as follows:

External Award (Salary)	MCHRI Incentive Bonus
≥ \$35,000	\$10,000
≥ \$20,000 and < \$35,000	\$5,000
≥ \$5,000 and < \$20,000	\$2,500
≥ \$0 and < \$5,000	\$0

The funding level for MCHRI Research Fellows requesting a year 2 Non-Competitive Renewal will depend on each fellow's external funding situation during year 2 as outlined above. *The incentive bonus does not apply in year 2 (PGY6).* Non-competitive renewal is only available to MCHRI fellows in their second year of training (PGY5). Funding level is contingent upon availability of funds.

SCORING AND REVIEW CRITERIA

Review is based on (1) relevance to maternal and child health and (2) NIH Investigator-initiated Review Criteria:

1. *Significance.* Does this study address an important [child¹ health] problem? If the aims are achieved, how will scientific knowledge or clinical practice be advanced? What will be the effect of these studies on the concepts, methods, technologies, treatments, services, or preventions that drive this field?

2. *Approach.* Are the conceptual or clinical frame-work, design, methods, and analyses adequately developed, well integrated, well- reasoned, and appropriate to the aims of the project? Does the applicant acknowledge potential problem areas and consider alternative tactics?

3. *Innovation.* Is the project original and innovative? For example: Does it challenge existing paradigms or clinical practice or address an innovative hypothesis or critical barrier to progress in the field? Does the project develop or use novel concepts, approaches, methods, tools, or technologies?

4. *Investigators.* Are the investigators appropriately trained and well suited to carry out this work? Is the work proposed appropriate to the experience level

⁴ For example, the training of a pediatric surgeon.

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of the principal investigator and other researchers? Does the investigative team bring complementary and integrated expertise to the project (if applicable)?

5. *Environment.* Does the scientific environment contribute to the probability of success? Do the studies benefit from unique features of the scientific environment or subject populations or use useful collaborative arrangements? Is there evidence of institutional support?

SELECTION PROCESS

Proposals are reviewed by the MCHRI Scientific Review Committee.

Reviewer Comments

All applicants will receive reviewer comments regardless of award and have the opportunity to address reviewer comments.

AWARDEE RESPONSIBILITIES

Term of Appointment

All appointments are term limited for a single term of up to 2 years. Should there be a change in the awardee's role that significantly alters their ability to carry out their responsibilities as a MCHRI Fellow the award will be forfeited prior to the completion of the term. However, if there have been unusual occurrences then the awardee may request a deferral or leave of absence from the award; this request will be adjudicated by the Director of the MCHRI. If a deferral is approved, the end date of this award will be adjusted accordingly by MCHRI administration.

Progress Reports

MCHRI Research Fellows must submit an Annual Progress Report for each year funded by the MCHRI. The completed MCHRI Annual Progress Report is the only document required to request a Non-Competitive Renewal.

The MCHRI Research Fellow recipient:

- Has the responsibility for timely submission of a Progress Report within 30 days of the year 1 award end date wherein progress is outlined;
- Must provide timely update on funding status from external and/or internal sources;
- Has the responsibility for submission of Annual Progress Reports for 3 years *after* the end of the MCHRI fellowship funding including updated peer-reviewed publications, employment, and competitive funding (federal or national non-profit foundations).
- Acknowledge research support in all publications, abstracts, and presentations as follows:

"The project described in this publication was supported by the Stanford Maternal and Child Health Research Institute."

Award recipients, who have not acknowledged their work, as indicated above, are not eligible for future awards sponsored by the MCHRI.

RESUBMISSION

Applicants not funded may resubmit proposals within the current cycle. They are encouraged to work with the primary research mentor and the members of the Review Committee on revisions and/or suggestions for improvement. To be respectful of our reviewers time commitments all requests must be submitted at least one month prior to application due date. See the Application Instructions for details. To request a resubmission consultation with a reviewer, contact chri_admin@stanford.edu.

CONTACT

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