



## Instructor K-awards Support Policy

**Amount of funding:** \$50,000\* per year for *up to 2 years\*\**

**1. Purpose:** The Stanford Maternal and Child Health Research Institute (MCHRI) intends to support early career investigators who pursue an NIH K-award. The MCHRI recognizes that this NIH award series provides substantial salary support but limited research funding. It is the purpose of the MCHRI award to bolster this shortfall in research support to expand the number of future academic leaders in maternal and child health.

### 2. AWARD

MCHRI Instructor K-awards Support provides supplemental support for instructors on K-awards by providing 1:1 matching funds from the instructor's department as follows:

- \*MCHRI will match departmental commitments of *up to* \$25,000 per year, providing a total combined MCHRI/departmental support of up to \$50,000 per year for *up to two years\*\** to be used for **non-PI salary research expenses** as long as the recipient is an instructor at Stanford. The funds are available only while the awardee is an instructor. In the event of an instructor's promotion, the termination date will coincide with the appointment date.
- MCHRI will provide a LOS stating this commitment for instructor's applying for K grants. The recipient may *either* include this in the K application **or** the Department Chair can include a MCHRI approved statement in the letter documenting institutional support.

### 3. ELIGIBILITY

To be eligible for the award, the applicant must meet all of the following criteria:

- Be an instructor applying for, or currently funded by an individual K-award
- Be an instructor appointed to an institutional K-award
- Be a member of MCHRI. Visit [here](#) to apply for MCHRI Membership.
- Have a track record of focusing the majority of research on maternal and child health

### 4. TYPE OF RESEARCH

Research must be *primarily related to maternal or child health*. These terms refer to the expectant mother, oocyte, zygote, embryo, fetus, infant, child and adolescent. All areas of research are eligible: basic, translational, clinical research, epidemiology/statistics, informatics, health services, or health policy.

### 5. INTERNAL APPLICATION GUIDELINES

\*\* Eligibility is limited to the 1<sup>st</sup> two years of funding on the K-award.

- Instructors applying for K-awards may request a letter of support (LOS) from MCHRI stating the matching funds commitment or the Department Chair can include a MCHRI approved statement in the letter documenting institutional support.
  - Sample statement: *The Stanford Maternal & Child Health Research Institute (MCHRI) commits to match departmental support of up to \$25,000 per year for Instructors supported by a K-award, providing a total combined MCHRI/departmental support of up to \$50,000 per year for up to two years while the applicants transition to faculty positions. This new program was instituted by the MCHRI to supplement the shortfall in research support and expand the number of future academic leaders and enable them to fulfill their potential to make significant contributions in the area of maternal and child health research.*
- Requirements for applying for MCHRI matching funds:
  - Letter from department Chair attesting to matching funds (must state amount up to \$25,000)
  - Candidate personal statement of why they will focus on MCH and how this K will support their work.
  - Copy of K application Abstract and Specific Aims.
- The MCHRI Director and Co-Directors will review the application to confirm relevance to maternal and child health.
- Once awarded, the following are required to send via email to MCHRI Admin:
  - Notice of Award (NOA) letter of the K-award
  - Copy of the funded K grant

## 6. SELECTION PROCESS

- All applications will be reviewed by the MCHRI Director and Co-Director.
- A formal letter of notice of award will be issued by MCHRI once approved

## 7. REPORTING

- Recipient must submit copy of the K grant annual Progress Report to obtain continued funding while an instructor.
- Annual release of MCHRI funding is contingent upon submission of K grant annual Progress Report and providing a guarantee PTA with “Designated” award classification as evidence of continued departmental matching funds.
- Should there be a change in their role that significantly alters their ability to carry out their responsibilities, 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.