



STANFORD MATERNAL AND CHILD HEALTH RESEARCH INSTITUTE

Faculty Scholar Program Full Proposal Requirements and Policy

A) GENERAL

MCHRI Faculty Scholar Awards support mid to late Assistant*, or early Associate Professors** appointed as Non-Tenure Line, Research (NTRL), University Tenure Line (UTL) or University Medical Line (UML) Faculty as follows:

- \$100,000 per year for *up to* 5 years.
- The funds should be used primarily to support the PI's salary and benefits, and secondarily to support research expenses.
- Should there be a carryover balance of greater than twenty-five percent, the funds transfer will be held at the discretion of MCHRI until the balance has been expended.

* Mid to late Assistant is defined as "within the second term."

** Early Associate Professor is defined as "within the first three years or the first term."

B) GENERAL ELIGIBILITY

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

- Hold a NTRL, UTL or UML faculty appointment
- Be a member of MCHRI. Visit [here](#) to apply for MCHRI Membership.
- Have a track record of focusing *the majority* of their research uniquely on maternal or child health.
- Applicants must not have previously received or currently hold a Stanford-owned Faculty Scholar award or an MCHRI Harman or MCHRI Faculty Scholar Award.

C) LETTER OF INTENT DEADLINE: **Tuesday, February 20, 2024 @ 11:59 PM PT (no late applications will be accepted)**

Submit your letter of intent (LOI) with biosketch and other support (active, pending, and prior funding) as a single pdf to the following link: [ONLINE APPLICATION LINK](#), per the application instructions.

Complete letter of intent guidelines [here](#).

D) FULL PROPOSAL (by invitation) DEADLINE: **Tuesday, May 28, 2024 @ 11:59 PM PT (no late applications will be accepted)**

Awards will be announced in July 2024. The award start date is September 1, 2024.

E) TYPE OF RESEARCH: **Relevance to Maternal and Child Health**

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.

F) NOMINATION

If invited to submit a full proposal, the Chair (or Division Chief***) of the applicant's primary department must submit a letter of nomination that:

- Confirms eligibility

- Enumerates the nominee's *current* effort committed to clinical, education, research, and administration, and the time committed to these activities with receipt of a MCHRI Faculty Scholar or Harman award.
- Provides attestation that the department will fund the [capital facilities fund](#) (CFF) obligation.

***If the Chair serves on the Faculty & Harman Scholar [adjudication committee \(MCHRI Executive Committee\)](#), the nomination letter will be submitted by the applicant's Division Chief.

G) INTERNAL FULL PROPOSAL APPLICATION GUIDELINES

If invited to submit full proposal, please submit a single PDF file containing the following (in the order listed below) using the [REDCap survey link](#) and personal code provided in your invitation by **Tuesday, May 28, 2024 @ 11:59 PM PT**

1) Cover Page

Please use provided MCHRI Faculty Scholar Application Form

2) **Letter of Nomination** printed on your department's letterhead and signed by your Chair or Division Chief including the elements detailed above

3) **Lay Summary** (300 words or less)

4) Diversity, Equity, Inclusion, and Justice (DEIJ) Statement

In what ways have you contributed towards and/or demonstrated a commitment to inclusion, equity, and diversity through your academic career, and how do you plan to advance these commitments professionally? (300 words or less)

5) Introduction for Resubmission (if applicable)

The substantial scientific changes must be marked in the text of the application by bracketing, indenting, or changing typography. If the changes are so extensive that all the text would be marked, explain that briefly in the Introduction. The Research Plan should incorporate the work completed since the prior version of the application was submitted. (maximum of one page)

6) **Research Proposal** (maximum of 4 pages of text and no more than 5 additional pages of attachments including references or appendices. Use Arial 10 font or larger and place the applicant's name on every page along with the page number)

The proposal should contain a concise description of the project aims, hypothesis, background, preliminary studies, study design, methods, analysis plan and potential pitfalls. The budget should be included **using the provided budget template**. For human-based studies, consultation with the [Quantitative Sciences Unit \(QSU\)](#) is highly recommended at least 6-8 weeks prior to the submission deadline.

All applications must provide a plan for promoting inclusion, diversity, and equitable research in the research proposal. This section should describe the activities and strategies of the applicant to promote DEIJ within the context of the study population(s) and any associated research group(s). The study design must include a description and rationale for the composition of the proposed study population with respect to sex/gender, race, and ethnicity, including a recruitment strategy for the study population.

7) A Statement that:

- In abstracts, presentations, publications, grants, press releases and inventions arising from this support they will indicate, when possible, that they are a Stanford Maternal and Child Health Research Institute Faculty Scholar
- They will use the award title as a part of their formal signature block, e.g.:
NAME
< > Endowed Faculty Scholar
Stanford Maternal and Child Health Research Institute
- They will comply with all reporting requirements both during and following the completion of this award

8) NIH Biosketch and Other Support Page (include active, pending, and prior funding)

H) SELECTION PROCESS

- Individuals at a critical juncture in their academic career where the Faculty Scholar award will help secure, or bridge extramural funding will be prioritized.
- Significant maternal and child health impact.
- Potential translational impact
- Track record in securing extramural funding.
 - The adjudication committee will take into consideration current funding and any grants, e.g., R21, R01 or equivalent (DP2) under development or review.
 - If awarded by MCHRI, the duration and award amount may be modified depending on the PI's current funding.

I) TERM OF APPOINTMENT

All appointments are term limited for a single term of up to 5 years. The MCHRI Faculty Scholar recipients will be required to submit a progress report, and any changes in their role and effort allocation in the School of Medicine on an annual basis prior to release of funding for each subsequent year during the term. Should there be a change in their role that significantly alters their ability to carry out their responsibilities as an MCHRI Faculty Scholar 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.

- Should a current faculty scholar holder be promoted to full professor, the faculty scholar award must be released within one year of the holder's promotion.
- MCHRI Faculty Scholars will be expected to present their work at MCHRI educational events (seminars, symposiums) and serve on the Education and/or Faculty Scholar adjudication committees for the duration of their term, and thereafter while they are at Stanford.

J) AWARDEE RESPONSIBILITIES

The PI will take responsibility for the research idea, development methods, supervision, and conduct of the study in addition to the following:

- Submit progress reports in a timely manner, including an annual Progress Report and Financial Report, and a Final Progress Report within 30 days of the award end date.
- Provide updates in all Progress Reports on funding status from external and/or internal sources.
- Submit progress reports for up to 3 years following the award end date that will include information about grants submitted, publications, employment, and new research funding resulting from this award.
- Present the results of their research when asked.

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