



Stanford Medicine Children's Health Center for IBD and Celiac Disease Postdoctoral and Early Career Support Award Policy

GENERAL

The Stanford Medicine Children's Health Center for Inflammatory Bowel Disease (IBD) and Celiac Disease Postdoctoral and Early Career Support Award will fund research postdoctoral fellows and instructors to conduct innovative mentored research in pediatric IBD and celiac disease. The program aims to 1) motivate and train the next generation of pediatric IBD and celiac disease researchers and 2) position awardees to be successful applicants for future extramural career development or independent funding.

Postdoctoral Fellows (\$90K/year, up to 2 years)

The award supports a postdoc's salary and fringe benefits up to a maximum of \$90,000. Any remaining gaps of your salary will need to be covered by your mentor.

Instructors (\$100K/year, up to 2 years)

The instructor funding mechanism requires a commitment to devoting a minimum of 75% full-time professional effort to the research outlined in your proposal. The award covers up to \$100,000 of your base salary plus fringe benefits in salary support. Any remaining gap of your salary as an awardee will need to be covered by your division. A signed letter of support from the department chair or division chief is required.

Research must be primarily related to maternal and child health with a focus on pediatric IBD and celiac disease research. Child refers 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.

AWARD

*Award may be used for **salary & benefits only**.*

Award may NOT be used for (all categories):

- Travel, conference fees, tuition, classes
- Membership dues, journal subscriptions, books
- Office supplies, ITSS communications
- Poster presentations, abstract submissions
- Computer equipment (e.g., iPads, laptops, tablets, smartphones, and other similar technologies), software, or accessories
- Any other indirect research costs

This award is intended for Postdoctoral Fellows and Instructors. If a Postdoctoral Fellow transitions from a postdoctoral appointment during the award period to a role other than a Stanford-Internal Instructor appointment, the award will be terminated. If the Postdoctoral Fellow transitions into a Stanford-Internal Instructor role, we will require an annual progress report, along with documentation of the appointment letter and the start date as soon as possible in order to review the status of the award.

Determination of Funding Level

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

Failure to disclose may impact eligibility for future awards sponsored by the MCHRI.

No-Cost Extensions (NCX)

NCXs are not allowed.

Submission and Award Limits

A single applicant may submit only 1 application per grant cycle.

PROPOSAL REQUIREMENTS

Mentor Support Form

A Mentor Support Form is *required* from the *Primary Research Mentor* for all postdocs. The *Primary Research Mentor* must be a Member of the SMCH Center for IBD and Celiac Disease; a membership form is available [here](#).

Upon creation of an Online Application Record by the applicant. The *Primary Research Mentor* will receive an automated email with a unique link to complete the Mentor Support Form. Applicants should not include a letter of support from their mentor in lieu of or in addition to the online support form.

Letters of Support

- Letter of support from the department chair or division chief with attestation of 75% protected research time and commitment by the division or department to cover any remaining salary gap (Instructors only)
- Letters of support are *required* from all listed *non-primary* research mentor(s), co-investigator(s), and collaborator(s)
- Letters are *NOT* blinded and must be attached at the end of the single, PDF application that is uploaded to the [Online application portal](#).

Biosketch and Other Support

A NIH Biosketch (including Personal Statement) from *each* research mentor and co-investigator must be obtained. The research mentor must also include their Other Support using the NIH template.

The NIH Biosketch template can be obtained here: <https://grants.nih.gov/grants/forms/biosketch.htm>

The NIH Other Support template can be obtained here: <https://grants.nih.gov/grants/forms/othersupport.htm>

Budget and Budget Justification

The applicant must submit a MCHRI Budget Worksheet detailing all current and potential other sources of funding for this study.

Stanford Medicine Children's Health [Center for IBD and Celiac Disease Postdoctoral and Early Career Support Budget Worksheet](#).

Applicants must identify all potential sources of funding as instructed on the budget form. If the potential sources of funding are not fully and clearly described, the proposal will not be reviewed.

IRB Approval

It is strongly encouraged that you submit your IRB application prior to the application submission deadline and the IRB review meeting date stated in the application. If there is an approval letter, it must be attached with the application. If approved for funding, the award cannot commence (fund transfer) without the approved IRB. Should there be a reason you will not have IRB approval by the award start date, please email ibdceliac_grantsadmin@stanford.edu to request a waiver and include a justification in your request. For more information, please see: <http://humansubjects.stanford.edu/>

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 [maternal and child¹ health] problem focused in pediatric IBD and Celiac Disease? 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 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 Center's Scientific Review Committee.

Reviewer Comments

All applicants will receive reviewer comments regardless of award.

AWARDEE RESPONSIBILITIES

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

- Faculty and Instructors keep their Community Academic Profile (CAP) updated and utilize the "Permit PubMed import" feature
- Submit reports in a timely manner, including a 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 external funding resulting from this award
- All abstracts, presentations, and publications about research supported by the SMCH Center for IBD and Celiac Disease award should include acknowledgement of the Center using the [funding acknowledgement](#) guidelines as follows:

"This work is supported by the Stanford Medicine Children's Health Center for IBD and Celiac Disease."

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

RESUBMISSION

Applicants not funded may resubmit proposals for future cycles. Resubmissions shall be limited to one.

CONTACT

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