



Postdoctoral Fellowship Program in Eating Disorders Research 2010 Grant Cycle

- Deadline:** Thursday, January 14, 2010 (12:00 Noon Eastern Time)
- Award Period:** July 1, 2010 – June 30, 2013
- Award:** Up to 5 three-year awards ranging from \$141,000 - \$177,000 to support postdoctoral fellows working in non-profit academic, medical and research institutions in the United States.

Application Guidelines

Program Overview and Statement of Purpose:

The Hilda and Preston Davis Foundation was established “...to advance the development of all areas of the lives of children and young adults...with special emphasis...on those suffering from eating disorders.” After consultation with academic and governmental experts in eating disorders research, the Davis Foundation believes that it is critical to increase the number of outstanding neuroscientists who are exploring the biological causes of anorexia nervosa and bulimia nervosa.

By attracting postdoctoral fellows to the field, dollars allocated to support fellows are leveraged into a lifetime career commitment to eating disorders research. The long term goal of the program is to accelerate medical research discoveries that will lead to effective new therapies. A three-year fellowship is being offered so as to allow fellows sufficient time to develop their expertise in eating disorders research.

Program Administration: The Davis Foundation has engaged The Medical Foundation, a division of Health Resources in Action (Boston, MA) to manage all administrative aspects of the Davis Foundation Postdoctoral Fellowship Program in Eating Disorders Research. Established in 1957 as a nonprofit organization, The Medical Foundation division creates and administers research grant programs for private individuals, bank trusts and foundations. To date, its clients have supported nearly 1,800 scientists.

Research Focus: Research areas of interest include but are not limited to neural pathways of feeding behavior in animal models; molecular genetic analysis of relevant neural circuit assembly and function; testing of new chemical compounds that might be used in animal models as experimental treatments; and brain imaging technologies that identify neurochemical pathways in patients with these disorders. Clinical psychotherapeutic studies, medication trials and obesity research are currently outside the scope of this Program.

Eligibility

Applicants must meet the following eligibility:

1. **Ph.D. or equivalent** awarded from an accredited domestic or foreign institution prior to July 1, 2010 and commit 100% time to research; applicants with clinical responsibilities must commit at least 70% time to the research;

Or

1. **M.D. or equivalent** awarded from an accredited domestic or foreign institution prior to July 1, 2010 and commit at least 70% time to research;
2. Have completed no more than three years of full-time postdoctoral research experience by the time funding begins on July 1, 2010;
3. Conduct the proposed research project at a hospital, university or other non-profit research institution where the applicant holds a postdoctoral fellowship appointment;
4. Submit a research project with direct relevance to the understanding of the basic biological causes of anorexia nervosa and bulimia nervosa;
5. Upload a signed letter of support from your research project mentor; and,
6. Supply two Confidential Letters of Recommendation, one of which must be from the thesis advisor for applicants holding a Ph.D. If the thesis advisor is unavailable to write a letter of recommendation, a brief explanation of his/her unavailability must be included in the uploaded document.

There are no institutional limitations on the number of applicants who may submit applications. United States citizenship is not required.

Definition of Terms: Full-time postdoctoral research experience is defined as employment as a postdoctoral fellow in a research laboratory five full days each week. If research was interrupted for medical leave of absence (including maternity leave), to complete training or for other reasons, these months are not

considered part of the full-time postdoctoral research experience. Part-time employment, as documented by the Mentor, may be cumulative towards these eligibility requirements. Clinical fellowship training years are not counted as postdoctoral research experience.

All applicants must apply for the fellowships under the guidance of a Mentor who is an established investigator with an active, productive research program. The Mentor must be engaged in the planning, execution and supervision of the proposed research. Each Mentor may submit only one fellowship applicant per application cycle.

Award Selection Criteria: The Scientific Review Committee uses the following criteria to evaluate applications:

- Applicant's demonstrated competency and potential for a career in research;
- Qualifications of the Mentor and the degree of commitment to supervise and train the applicant during the proposed research period;
- Letters of Recommendation;
- Research hypothesis is novel and/or builds on current knowledge;
- Proposal reviews the relevant literature;
- Objectives are well conceived, realistic and important;
- Research methodology, data collection and data analysis are feasible and appropriate to the proposal's aims;
- Project will contribute to the professional training and growth of the applicant; and,
- Project will advance knowledge in the biological causes of eating disorders.

Historical Statistics	2009
# of Applications	29
# of Awards	10

Award Duration, Stipend, Expense

Allowance and Use of Funds: The three-year Davis Foundation stipends are roughly equivalent to fellowships offered by the National Institutes of Health (NIH). Although awards are made for three consecutive years, continuation of funding for subsequent years is not automatic and is dependent upon a satisfactory review of yearly progress by the Scientific Review Committee.

The stipend is for salary only (not subject to deductions for fringe benefits by the Sponsoring Institution) and is based on the number of years of **completed** full-time postdoctoral experience, as of the funding start date of July 1, 2010.

At the discretion of the Fellow, up to \$3,000 of the annual award amount may be designated for research supplies, equipment, health insurance and travel to scientific meetings that is the sole financial obligation of the Fellow. The Fellow with the Mentor's approval may elect to use the \$3,000 or a portion of it to supplement the Fellow's salary. This allowance or any portion of it may **not** be used for institutional overhead.

Postdoctoral Stipend Chart Completed Years of Postdoctoral Research Experience as of 7/1/2010					
	Stipend Year 1	Stipend Year 2	Stipend Year 3	Expenses (\$3,000 per year)	Three- Year Total
0	\$40,000	\$44,000	48,000	\$9,000	\$141,000
1	44,000	48,000	52,000	9,000	153,000
2	48,000	52,000	56,000	9,000	165,000
3	52,000	56,000	60,000	9,000	177,000

Notification to Applicants: Applicants will be notified by email upon receipt of their applications. Final notification of status will be emailed by April 9, 2010.

Terms of the Awards: Fellowship awards are made to non-profit academic, medical or research institutions on behalf of the Fellow. The institutions are responsible for administering the salary stipend and maintaining adequate supporting records for

training-related expenses. Indirect costs may **not** be charged against the awards.

The Medical Foundation division and the Davis Foundation do not withhold any amount for income tax purposes. It is the responsibility of the Fellow to contact the Internal Revenue Service or the Fellow's Institution's fiscal office to determine the tax status of the award.

Institutional Assurances: Fellows are expected to adhere to all national, state and local regulations regarding the use of animals, radioactive or hazardous materials, and recombinant DNA in their research projects. Fellows are expected to adhere to all national and institutional regulations regarding human studies in their research projects, including informed consent when appropriate. The Davis Foundation also expects that the appropriate national, state, and local guidelines with regard to scientific misconduct are in place and enforced at all institutions with which the Fellows are affiliated. It is the responsibility of the Fellow's Institution to make sure that all approvals have been secured prior to releasing any award funds. The signature of the Institutional Officer on the Face Sheet will confirm that these items have been reviewed and approved by the Institution.

Fellows should follow their institutions' patent, copyright, and intellectual property policies regarding discoveries that result from research conducted under this award. The Davis Foundation will not retain any rights to published results or patents that result from the research.

It is the responsibility of the Fellow's institution to make sure that all approvals have been secured prior to releasing any funds. The signature of the Institutional Officer on the Application Face Sheet will confirm that these items have been reviewed and approved by the institution.

Supplementation of Fellowship: Because the fellowship stipend may not cover total institutional compensation, supplementation by the Fellow's Institution is permitted and encouraged. The total of all competitive fellowship awards plus any

institutional supplementation cannot, however, exceed the annual salary or total compensation for the Fellow's position as determined by the Fellow's Institution. Supplementation of the stipend is permitted; however, it is not acceptable to hold concurrently a fellowship from another source that supports a full salary.

Reporting Requirements: Acceptance of a Davis Foundation fellowship includes a commitment from the Fellow to provide both Progress and Final Research Reports. The Mentor is required to complete a section of the Fellow's Progress Report that addresses the Fellow's research plans during the subsequent years of funding. The Mentor is also expected to summarize the Fellow's research accomplishments and plans for the future as part of the Fellow's Final Report. Progress Reports are due on or before May 1, 2011 and 2012 (two months prior to the end of each grant year). Final Reports are due within two months after the conclusion of the three-year award period. Fellows will receive an emailed reminder and an electronic Reporting Form from The Medical Foundation division one month prior to all Report deadlines.

Continuation of Funding: Second-year and third-year funding will be approved upon the satisfactory completion of the Progress Report as determined by the Scientific Review

Committee. Funds to support the Postdoctoral Fellowship Program are provided by the Hilda and Preston Davis Foundation.

Change of Status: Fellows are expected to notify The Medical Foundation division of any change in academic status at least 30 days prior to such change. The Davis Foundation reserves the right to terminate the fellowship award if the Fellow is promoted to a faculty position (i.e. Assistant Professor).

Transfer of Fellowship: The Davis Foundation Fellowships are made to the institution where the named Fellow is conducting his or her research. In the event that the Fellow or Mentor leaves that institution, the award is not transferable without prior approval of The Medical Foundation division. If the research project is terminated for any reason, any unused funds must be returned to The Medical Foundation division within thirty (30) days.

Acknowledgments: Fellows are expected to share scientific findings in a timely manner through professional meetings and/or publications. Scientific publications or presentations resulting from research supported by the award must acknowledge the **Hilda and Preston Davis Foundation**.

Application Instructions

The complete application process requires an online submission as well as a mailed copy of the application materials that are submitted online.

Application Deadlines

SECTION I: Online Submission Deadline **January 14, 2010 (12:00 Noon Eastern Time)**

SECTION II: Mailed Submission Deadline **January 21, 2010 (5:00 pm Eastern Time)**

SECTION I: Online Submission:

Begin Online Application:

https://www.GrantRequest.com/SID_738?SA=SIGNUP&FID=35030

Continue Online Application:

https://www.GrantRequest.com/SID_738?SA=APPLY

To complete the requirements for the online submission:

- Eligibility Quiz
- Applicant Information: applicant contact, educational background and Recommender names
- Project Information: Mentor, Project Title, Keywords, Project Summary, Non-Technical Summary, Institution and Collaborator (if applicable)
- Attachment: **Forms** required for the uploaded attachment can be found in a separate MS Word document located on <http://www.tmfgrants.org/davis.html>. The documents listed in items #1 – 9 (below) must be combined and converted into **ONE PDF** document for upload:

1. **Application Face Sheet:** The Face Sheet must be completed and signed by the Applicant, Mentor, and the Office of Sponsored Programs or the Institutional Officer administratively responsible for the oversight of the project. Information on the Face Sheet must be typed.

The signatures of the Applicant and Mentor on the Face Sheet will confirm their responsibility for obtaining any required human subjects (IRB), animal use (IACUC),

institutional approvals. In addition, the Mentor's and Institutional Officer's signatures will confirm that all eligibility requirements have been met. Endorsement by the Institutional Officer confirms that the Institution will commit to appropriate oversight if the project is funded. The address for the Institutional Officer to receive grant funds should indicate the Lockbox or mailing address for award payments.

Once all signatures have been obtained, the Face Sheet should be scanned and used as page 1 of the uploaded document.

2. **Table of Contents:** Follow the Table of Contents and number pages sequentially beginning with the Application Face Sheet as page number one.
3. **Research Project Form:** The Research Project Summary is a 300-350 word scientific abstract stating the project's broad, long-term objectives and specific aims. The project summary is requested in both the online submission and PDF document.
4. **Applicant's Biosketch (maximum of three pages):** Include name and position title; education, doctoral and postdoctoral training; honors, grants and fellowships; papers published, under review and in press; and, current, completed and pending grant support. List publications in the following categories: a) peer-reviewed articles (include articles in submission), b) non peer-reviewed articles such as reviews and book chapters, and c) abstracts within the last two years.

5. Research Proposal (maximum of six pages not including bibliography of references cited): The six pages must address how the project will contribute to the field and include an introduction, background, specific aims, limitations, preliminary data (if available) and experimental methods. Any figures, graphs, tables or pictures must also be included within these six pages. References cited do not count toward the six-page limit. A 12-point font must be used in the six-page research proposal section and at least a 9-point font for figures and tables. This section must also be formatted with single spacing within paragraphs, double spacing between paragraphs, and one-inch or larger margins all around. Supplementary material (i.e. reprints of publications, appendices, videotapes) will not be accepted. Additional data or addenda to the proposal will not be considered.

6. Mentor's Biosketch (not to exceed 5 pages): The R01 PHS 398 Biographical Sketch form may be used. Include name, position title, education/training, positions/honors and selected publications in chronological order. List publications in the following categories: a) peer-reviewed articles, b) non peer-reviewed articles such as reviews and book chapters, and c) abstracts within the last two years. Citations should include all authors, year, title, journal, volume and inclusive pagination. Include a list of current and pending support for the laboratory and a list of previous trainees with their current positions.

7. Mentor's Letter of Support: The Mentor's Letter of Support must be completed on institutional letterhead and signed. The letter must describe the applicant's qualifications; how the fellowship will assist the applicant in preparing for a future independent position; and a brief description of the research facilities and equipment available to the applicant for the completion of the proposed project. **The Mentor's letter must state the number of years of full-time postdoctoral**

experience that the applicant will have completed by July 1, 2010

8. Thesis Advisor Explanation (if applicable): If the Ph.D. thesis advisor is unavailable to write a letter of recommendation, please include a brief explanation of his/her unavailability. Applicants with a letter from their Thesis Advisor and M.D. applicants are not required to provide an explanation.

9. Collaboration Letter (optional): For any projects involving collaboration, it is optional to include a brief description of your collaboration.

Important! Out of fairness to applicants who adhere to the guidelines, applications that do not conform to the stated application procedures or that contain more than the specified number of pages or letters will be rejected. Applications that are not properly organized will be rejected.

SECTION II: Mailed Submission:

After the submission of the online portion of your application, please **mail (1) original secured with a binder clip and (5) five collated stapled copies of the signed Face Sheet and Uploaded Document. The confidential letters of recommendation must also be included in the package.**

1. Completed, original Face Sheet with signatures: The Face Sheet must be completed by the applicant and signed by the Applicant, Mentor, and the Office of Sponsored Programs or the institutional representative responsible for research oversight. The signatures of the Applicant and Mentor on the Application Face Sheet will confirm their responsibility for obtaining any required IRB and/or IACUC approvals. In addition, the Mentor's and Institutional Officer's signatures will confirm that all eligibility requirements have been met. Endorsement by the Institutional Officer also confirms that the Institution will commit

to appropriate oversight if the project is funded.

2. **Printed copies of the document uploaded as part of your online submission.** The uploaded and printed versions must be identical. Changes and alterations are not permitted.
3. **Two Confidential Letters of Recommendation:** In addition to the Mentor's Letter of Support that is uploaded online, two confidential Letters of Recommendation are also required, one of which must be from the thesis advisor or equivalent.

It is the responsibility of the applicant to obtain these two letters, each in a sealed envelope, and include the two envelopes with the mailed application materials.

Members of the Scientific Review Committee give considerable weight to these letters. Recommenders should describe their association with the applicant and comment on the following: the applicant's scientific background; research ability and potential; self-reliance and independence; and critical thinking skills.

Any Letters of Recommendation that arrive separately will be returned.

Mail to:

Jeanne Brown, Program Officer
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