

**Charles A. King Postdoctoral Fellowship
Frequently Asked Questions**

General Eligibility Questions

Guidelines state that a Mentor may submit only one fellowship candidate per application cycle. One of the postdoctoral fellows in our group with the same Mentor is currently funded by the King Trust. Would my Mentor still be able to sponsor me as a candidate?

Yes, you are eligible – two NEW people cannot apply from the same lab for the same application deadline.

Is there a limit on how many applications may be submitted from one institution?

There are no institutional limitations on the number of candidates who may submit applications.

Is there a limit on how many applications in one cycle may be submitted from one applicant?

Yes, one application per applicant.

I already have a funded fellowship and am looking for research support for my project. Am I still eligible to apply for the King Trust Fellowship?

No, the two-year King Trust Fellowship is for salary only and includes a \$2,000 research allowance. This allowance may **not** be used for institutional overhead or supplies.

How do I determine my eligibility if I hold a Ph.D. but do not hold an M.D.?

Candidates who hold a Ph.D. must have completed at least three years but no more than five years of postdoctoral training by July 1, 2010. This requirement is the same whether applicants are applying to the Clinical/Health Services Research or Basic Science Fellowship. The intent of these Fellowships has always been to fund postdoctoral fellows who have completed their initial postdoctoral years and who would benefit from additional postdoctoral support prior to their first faculty position.

How do I determine completed years of experience?

When you add up all the months of full-time experience, if the final figure is, for example, 3 years and 10 months, you would check off 3 years on the Face Sheet. This number will determine the appropriate stipend level. This is not used for the eligibility requirement.

Clinical and Health Services Research Candidates

Do I need to be enrolled in an America College of Graduate Medical Education (ACGME) accredited Fellowship to be eligible for the King Trust Program?

No. You are not required to have an accredited research fellowship.

What are the different research experience requirements for the M.D. vs. Ph.D.?

If you have an M.D. (or a Ph.D. with clinical responsibilities) there is no minimum number of years of postdoctoral research that are required but there is a maximum of five research years. Only those Ph.D. applicants with no clinical responsibilities must meet the requirement of

Charles A. King Postdoctoral Fellowship Frequently Asked Questions

having at least three years of postdoctoral research experience (and no more than five) to be eligible.

How do I calculate years of postdoctoral research experience if I am a physician? I have finished my clinical training and I am applying for the Clinical/Health Services Research fellowship.

Physicians usually complete their residency and then enter fellowship programs to obtain additional clinical training as well as research training. When physicians are applying for King Trust Clinical/Health Services Research Fellowships, no previous research fellowship training is required. Physicians are no longer eligible if they have had more than five years of research fellowship training by July 1, 2010.

At times, physicians who are completing their clinical research fellowships may be given the faculty title of "Instructor," even though they are still completing their fellowship training. Physicians remaining in a fellowship capacity beyond July 1, 2010 who have not completed more than five years of research fellowship training, are eligible to apply.

Examples:

Jane Smith, MD is eligible:

2001	MD
2001 – 2004:	Medical residency training
July 1, 2004 – June 30, 2006:	Clinical training in medical subspecialty
July 1, 2006 – present	Clinical research training (Subspecialty fellow and possibly the title of Instructor in Medicine)
Number of years of research training: July 1, 2006 – July 1, 2010 = Four years	

Joe Smith, MD is eligible:

2003	MD
2003 – 2007:	General Surgery residency training
July 1, 2007 – June 30, 2009:	Clinical training in surgical subspecialty
July 1, 2010	Clinical research training (Subspecialty fellowship)
Number of years of research training: None	

Basic Science Candidates

How do I calculate years of postdoctoral research experience if I am a physician? I have finished my clinical training and I am applying for the Basic Science fellowship.

Physicians usually complete their residency and then enter fellowship programs to obtain additional clinical training as well as research training. When physicians are applying for King Trust Basic Science Fellowships, they must have completed at least three years but no more than five years of full-time basic science research. This requirement may be completed at any time after award of their M.D. or M.D./Ph.D. or comparable degrees.

Charles A. King Postdoctoral Fellowship Frequently Asked Questions

Example:

Mark Smith, MD, PhD

July 1, 2000	MD and PhD awarded
July 2000 – June 30, 2001	Postdoctoral research year in laboratory setting
July 2001 – June 30, 2004	Medical residency
July 2004 – June 30, 2007	Fellowship in a Medical subspecialty – clinical training
July 1, 2007 – present	Fellow (or may have title of postdoctoral fellow) in a basic science laboratory

Number of years of basic science research training: one year from '00 – '01 and three years from '07 – '10 = total of four years

Change of Status

What if my Fellowship Status Changes?

Applicants promoted to an independent faculty position on or before July 1, 2010 are not eligible to accept a King Trust Fellowship.

Following receipt of a fellowship, any change in academic status must be reported to The Medical Foundation division. It will then be determined on a case by case basis whether or not the fellowship can continue.

Reference Letters

Is the Mentor Letter confidential?

No, the Mentor Letter is not confidential and may NOT be in a sealed envelope. See the guidelines for content and appropriate placement of this letter within the PDF document to be uploaded online.

What if I am an M.D. and do not have a thesis advisor to write a letter of recommendation?

The thesis advisor's letter of recommendation only pertains to candidates holding the Ph.D. degree. For M.D. applicants, please ask for a letter of recommendation from your Chief Resident or someone equivalent who can comment on your training and how they perceived your future potential.

Application Guidelines state that one letter should be from a thesis advisor but what if my thesis advisor is no longer available?

Please find someone who worked with you during your Ph.D. training who can comment on your work during this time. Also, please have your current mentor explain in his/her letter why you are unable to get the reference letter from your thesis advisor or you may provide a short letter with a brief explanation.

**Charles A. King Postdoctoral Fellowship
Frequently Asked Questions**

Can the Letters of Reference be sent directly to The Medical Foundation division?

NO, it is the Candidate's responsibility to obtain the three Letters of Reference ahead of time in sealed envelopes and clip those envelopes to the Face Sheet of the original. Any Letters of Reference that arrive separately will be returned.

To whom are the letters of recommendation addressed?

Reference letters may be addressed to the Scientific Review Committee.

Application Guidelines

What is the difference between the Sponsored Programs Officer and the Institutional Officer to Receive Funds?

Depending on the institution, the Office of Sponsored Programs usually signs off on the application to insure that you and the Institution have met the eligibility requirements. The Institutional Officer to Receive Funds is usually the fiscal officer and receives award payments, prepares fiscal reports and oversees other financial requirements of your grant. Please check with your institution to determine who should sign these sections of the Face Sheet.

Do I need to write a letter to the Trust in advance of the deadline?

No letter to the Trust is necessary prior to the submission of the application.

How do I apply?

Please go to www.tmfgrants.org/king and download both Application Guidelines and Forms for directions. The online submission deadline is 12:00 Noon on Tuesday, December 15, 2009. The mailed submission deadline for applications to be received in the office (not postmarked) is 5:00 p.m. on Friday, December 18, 2009.

Can we send the Mailed Submission Materials by FedEx, UPS, etc?

Yes, any mailing service is acceptable as long as your application arrives in our office. The telephone number is 617-279-2240 ext. 320 and the mailing address is:

The Medical Foundation, a division of HRiA
Charles A. King Trust Postdoctoral Fellowship Program
95 Berkeley Street, Room 208
Boston, MA 02116

Can we deliver the Mailed Submission Materials in person?

Yes, please bring it to our office at the above address (2nd floor).

Who should I call with additional questions?

Linda Lam, Program Officer
617-279-2240, x710
LLam@hria.org