

RFA: Dean's Predoctoral Fellowship Program

PURPOSE: The Frederick P. Whiddon College of Medicine (COM) is soliciting applications for the Dean's Predoctoral Fellowship. Up to three one-year fellowships will be awarded to eligible students in the Basic Medical Sciences (BMS) Graduate Program. Awards cover the student's stipend, individual health insurance, and include \$5,000 to support travel and other expenses for awardees to present their work at a national or international conference, or to attend an extramural course or workshop.

ELIGIBLE APPLICANTS: Eligibility is limited to students in good academic standing who have completed the BMS Graduate Program core curriculum. Current awardees may apply for a second year of funding. It is expected that the most competitive applicants will be those in mid-training rather than being close to completion of their graduate studies.

SUBMISSION DEADLINE: Applications must be submitted on or before **Friday March 15**. Awards are expected to begin in May.

APPLICATION MATERIALS: The submission packet must include:

- A completed intramural **Transmittal Form** signed by the applicant, the sponsor and the relevant chair
- Applicant's Biosketch and grades
- Sponsor's Biosketch and proposed Training Plan and (if more than one sponsor, include Biosketch for each)
- If applying for a second year of funding, a Progress Report addressing how the work plan and outcomes were met and including list of publications (1 page limit)
- Applicant's research plan, to contain:

Research Plan Section	Page limit
A. Specific Aims	1
B. Background and Significance	1/2
C. Research Strategy	3
D. One-year work plan and timeline for completion of doctoral training.	1/2
E. References cited	No page limit

APPLICATION SUBMISSION REQUIREMENTS: All application materials must be submitted as one collated PDF file via the University InfoReady review portal by 5 PM on March 15th.

REVIEW CRITERIA: Review is based on assessment of application materials, with each element weighted equally.

OUTCOMES: Awardees must fulfill the following requirements:

- Participate in the COM grant writing course (IDL 641) **during** the award period (with the exception of those that have taken this course previously).
- Present work at a national or international conference, or attend a training/skills workshop or course **during** the award period
- Submit an individual extramural fellowship application (e.g., NIH F31, AHA predoctoral fellowship, other) within 4 semesters of award start date - a draft of the extramural fellowship application must be submitted for pre-review to the Associate Dean for Research *one month before the application deadline* (feedback will be provided with the goal of improving the likelihood for success)

College of Medicine Dean's Predoctoral Fellowship Application Detailed Instructions

Application Materials

Follow the format and type requirements below when creating your documents.

- No more than 15 characters per inch (cpi) or an average of no more than 15 cpi (cpi includes symbols, punctuation and spaces)
- $\frac{3}{4}$ " margins
- 60 lines per page maximum. (The average number of lines per page using the font and point size below will be approximately 50-55 lines).
- 12-point Arial or Helvetica fonts
- Provide all elements of the proposal as ONE collated PDF document.

Applicant's Biosketch and Grades (5 pages maximum)

The information required in the Biographical Sketch is similar in format to the PHS SF424 (R&R) Biographical Sketch used by the NIH. It should include a statement of your career plans and include any "Variances from Ordinary Career Progression".

A list of Undergraduate and Graduate grades should be provided on the last page of the Applicant's Biosketch (no more than 1 page).

Sponsor's Training Plan (3 pages maximum) and Biosketch (5 pages maximum)

A. The sponsor's Training Plan is limited to 3 pages. Use the header: **SPONSOR'S TRAINING PLAN**. Describe your detailed plan for the proposed research training of this applicant and also provide an assessment of the applicant. The narrative should include the following six items:

1. Describe research in progress in the sponsor's lab.
2. Describe your plan to develop the applicant's research capabilities, including a statement describing how the applicant will be given increasing personal responsibility for the conduct of their research.
3. Describe specific training or course work required by the applicant to fulfill the aims of their dissertation research, together with a plan for how that will be accomplished.

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Include the names, degrees and titles of other individuals who will be involved in training the applicant.

4. Address the relationship of the research training plan to the applicant's career goals.
 5. Provide your assessment of the applicant, including applicant's strengths and limitations. Explain the role the fellow played in the development of the research proposal.
 6. Because the student receives stipend support from these awards, support for supplies, core facility costs and other expenses must come from the sponsor or the sponsor's department or unit. Describe the scope and source of funds available for the project, including departmental, unit and/or institutional funds.
- B. Include the sponsor's current biographical sketch in the NIH format – i.e., PHS SF424 (R&R) Biographical Sketch format. The Biosketch is limited to 5 pages. If more than one sponsor is involved in the training, add Biosketches for each sponsor.

Applicant's Research Plan (5 pages maximum - Sections A-D)

The components of the Research Plan are:

- A. **Specific Aims** (1 page): The Specific Aims page should outline the basic project rationale and/or justification, clearly state the project goal(s) or hypothesis to be tested, and list Specific Aims that will lead to achieving the goal(s) or testing the hypothesis. Since it is expected that not all Specific Aims for the project will be completed during the funding cycle; the applicant should indicate which Aim (or Aims) will be tested during the funding period.
- B. **Background and Significance** (1/2 page): Describe the project background and significance.
- C. **Research Strategy** (3 pages): Describe the experimental design/approach to address the proposed specific aim(s)/experiments to be completed during the funding period (1 year) – this should comprise the one-year work plan. The approach should include a restatement of the specific aim(s), rationale for the proposed experiments, approach (including description of appropriate methods and statistical analysis), potential problems, and anticipated outcomes.
- D. **Timeline** (1/2 page): This section must include a detailed timeline for experiments and training benchmarks to be completed within the award period. Provide an extended timeline, indicating major benchmarks and goals of graduate training (i.e., completion of the work plan for the outlined research, passing the qualifying exam, presenting at national/international conferences, etc.). Briefly discuss how this training will help you achieve your career goals.
- E. **Literature Cited** (not included in 5-page limit).