 

# Application and Nomination for

# 2024 YCCI Scholar Awards and YPSD Awards

## Instructions

* Applicants must have a full-time Yale faculty appointment at the level of Assistant Professor, Instructor, Associate Research Scientist, or Research Scientist at the time of the award, and the appointment must not be contingent upon receipt of this award.  Faculty who do not have an appointment as Assistant Professor must have a section of their Department Chair’s letter that describes the Department’s long-term commitment to the applicant and the applicant’s trajectory for promotion while at Yale. The trajectory for promotion must not be contingent upon receipt of this award.
* **Completed applications are due at 5:00 PM on Friday, February 9, 2024**.
* The application package is to be uploaded to an online application. The link is available on the YCCI Scholar Awards web page: <https://medicine.yale.edu/ycci/education/jrfacscholars/scholars-rfa/>.
* Applicants MUST use the provided application and budget templates.
* Information collected regarding age, gender, ethnicity, race, disability, and disadvantaged status will be kept confidential and is only used for anonymous reporting to the NIH. The only exception is for applicants who wish to take advantage of the special program emphasis on under-represented minority applicants; in this case, the applicant will be noted as being a member of an underrepresented group.
* Applicants should follow the NIH format for fonts and margins. Please see: <https://grants.nih.gov/grants/how-to-apply-application-guide/format-and-write/format-attachments.htm>

## Application Sections

### To be completed by the applicant

1. Abstract. Up to ½ a page.
2. Applicant’s NIH-formatted biosketch.
3. For resubmissions, applicants should address the feedback about the previous application in an “Introduction” (maximum of 1 page).
4. Applicant / Career Development Plan. The applicant should describe their career plans, including training that will support a path to independence. The initial project should be described in the context of a future research program. The maximum length is two pages.
5. Mentorship and Collaboration Plan. The applicant should describe the plan for mentorship and collaboration, including a mentorship committee that would meet periodically to review the Scholar’s research and career development should the grant be awarded. YCCI may assign an additional member to this committee. The maximum length is one page.
6. Research plan for the project to be undertaken, using the standard NIH format (Specific Aims, Significance, Innovation, Approach). The maximum length is 5 pages.
7. References (as needed).

### To be completed by the applicant in conjunction with the applicant’s business office

1. Other Support. Description of all current and pending support, with amounts and dates of all external and internal sources (including start-up funds).
2. Current Other Support. This should provide a breakdown by percentage of all current sources of support for the applicant, including all sources of funds with amounts and end dates for each external and internal source, including any start-up funds. If the applicant has start-up funds, the amount and date received and the current balance should be verified by a departmental administrator. This page needs to be completed and signed by the departmental business office for all applicants.
3. Detailed budget and justification using the included budget template. Applicants will be eligible for salary support for up to 75% professional effort (up to $120,000, including fringe) and up to $25,000 per year in research support. For applicants who plan to complete a degree, the tuition cost must be included in the request for research support. Surgeons who are applying for salary support for less than 75% professional effort should include a statement that they need to have more than 25% professional effort devoted to direct patient care to maintain surgical skills. Applicants should use the YSM Fringe rate when calculating fringe.

### To be completed by others

1. Letter of nomination on official letterhead detailing the qualifications of the applicant and any mentoring arrangements that are currently in place (maximum of 2 pages). If the letter is from the chair, section chief, center director, or dean, it needs to describe the long-term commitment to the applicant’s development as an independent investigator.
2. Letters of support on official letterhead from the applicant’s mentors and collaborators (maximum of 1 page each). To be completed by mentors and collaborators.
3. NIH biosketches from the applicant’s mentors and collaborators (maximum of 5 pages each). To be completed by mentors and collaborators.
4. Additional Letter of Support on official letterhead (as needed). If the letter of nomination is not from the department in which the applicant holds their primary faculty appointment, then the chair, section chief, center director, or dean of the department where the applicant holds their primary faculty appointment must write a letter spelling out the department’s long-term commitment to the applicant’s development as an independent investigator (maximum of one page). Applicants who do not have an appointment as Assistant Professor must have a section or department chair’s letter that describes the department’s long-term commitment to the applicant and the applicant’s trajectory for promotion while at Yale. The trajectory for promotion must not be contingent upon receipt of this award.
5. A signed copy of the initial letter appointing the applicant to their current faculty status should be included. This should be an official offer letter and include details of the applicant’s position, start-up funds, and start date. This will be used for administrative purposes only.

|  |
| --- |
| **The order of your application should be as follows:** |
| Part 1 | Project Abstract/Summary | Up to ½ page |
| Part 2 | Applicant’s NIH-formatted Biosketch | Up to 5 pages |
| Part 3 | Introduction (for resubmissions only) | Up to 1 page, if needed |
| Part 4 | Applicant / Career Development Plan  | Up to 2 pages |
| Part 5 | Mentorship and Collaboration Plan | Up to 1 page |
| Part 6 | Research Plan: Specific Aims / Significance / Innovation / Approach | Up to 5 pages |
| Part 7 | References | As needed |
| Part 8 | Other Support | As needed |
| Part 9 | Current Support Summary  | As needed |
| Part 10a | Detailed Budget  | 2 pages |
| Part 10b | Budget Justification | Up to 2 pages |
| Part 11 | Letter of Nomination  | Up to 2 Pages |
| Part 12 | Letters of Support from Applicant’s Mentors and Collaborators  | Up to 1 page each |
| Part 13 | Biosketches from Applicant’s Mentors and Collaborators | Up to 5 pages each |
| Part 14 | Additional Letter of Support from the Chair/Section Chief/Center Director/Dean (as needed) | Up to 1 page |
| Part 15 | A copy of the initial appointment letter appointing the applicant to current faculty status in the department. | As needed |

# Project Abstract/Summary

Limited to ½ page of text.

# Applicant’s NIH-formatted Biosketch

**Use Non-Fellowship Biosketch Rev. 10/2021** approved through 01/31/2026. The template, instructions, and samples can be found at <https://grants.nih.gov/grants/forms/biosketch.htm>.

# Introduction

**For resubmissions only**, applicants should address the feedback about the previous application (maximum of one page).

# Applicant / Career Development Plan

The applicant should describe their background, training, and career plans, including the path to independence. The maximum length is two pages.

# Mentorship and Collaboration Plan

The applicant should describe the mentorship and collaboration plan and the mentoring committee that would meet periodically to review the Scholar’s research and career development if the grant is awarded. YCCI may assign an additional member to this committee. The maximum length is one page.

# Research Plan

**Specific Aims / Significance / Innovation / Approach (Up to five pages, including text and graphics):**

# References

(as needed)

# Other Support

**Use Other Support Rev. 10/2021** approved through 01/31/2026. This section should include a full description of other support, including all current and pending sources of funds with amounts and dates for all sources (external and internal, including any start-up funds) and any grants that are planned for submission prior to the earliest anticipated start date. The template, instructions, and samples can be found at: <https://grants.nih.gov/grants/forms/othersupport.htm>.

# Current Support Summary

This section must provide a breakdown by percentage of all your current sources of support, including all sources of funds. Amounts and end dates for each external and internal source must be included, including any start-up funds. External sources must also be listed on your Other Support page. If you have start-up funds, provide details regarding the amount, date received, and the current balance. This page needs to be completed and signed by the departmental business office for all applicants.

Name of Applicant:

Breakdown of Current Support

|  |  |  |
| --- | --- | --- |
| % Effort | Description | Expected End Date |
|  |  |  |
|  |  |  |
|  |  |  |

*Add more rows as necessary.*

*Description of grants should include sponsor, grant #, PI, and applicant’s role on the project, as applicable.*

*% effort should add up to 100%. If the applicant does not have grant funds, please note this above.*

Start-Up Funds

|  |  |
| --- | --- |
| Amount |  |
| Date Received |  |
| Remaining Balance |  |
| Other Relevant Information |  |

Matching Funds
Departments will need to provide 50% of the requested salary support, including fringe, not to exceed $60K annually, and research support, not to exceed $12,500 annually, for applicants who are **not U.S. citizens or non-citizen nationals or who have not lawfully been admitted to the U.S. for permanent residence** at the time an award is made. Please provide the amount and source below for these funds. Matching funds may only come from non-federal funds.

|  |  |
| --- | --- |
| Amount |  |
| Source |  |

Departmental representative completing this section

|  |  |
| --- | --- |
| Name |  |
| Telephone Number |  |
| Email Address |  |

*Signature of departmental representative:*

 Signature Date

|  |  |
| --- | --- |
| Program Director/Principal Investigator (Last, First, Middle): |       |
|  |
| DETAILED BUDGET FOR INITIAL BUDGET PERIODDIRECT COSTS ONLY | FROM | THROUGH |
|  |  |

 List PERSONNEL *(Applicant organization only)*

Use Cal, Acad, or Summer to Enter Months Devoted to Project

 Enter Dollar Amounts Requested *(omit cents)* for Salary Requested and Fringe Benefits

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| NAME | ROLE ONPROJECT | Cal.Mnths | Acad.Mnths | SummerMnths | INST.BASESALARY | SALARYREQUESTED | FRINGEBENEFITS | TOTAL |
|       | PD/PI |       |       |       |       |       |       |       |
| SALARY TOTAL |       |       |       |
| RESEARCH ASSISTANT SALARY / CONSULTANT COSTS      |       |
| EQUIPMENT *(Itemize)*      |       |
| SUPPLIES *(Itemize by category)*      |       |
| TRAVEL      |       |
| INPATIENT CARE COSTS       |       |
| OUTPATIENT CARE COSTS       |       |
| ALTERATIONS AND RENOVATIONS *(Itemize by category)*      |       |
| OTHER EXPENSES *(Itemize by category)*      |       |
|  | **RESEARCH SUPPORT TOTAL**  |       |
| TOTAL DIRECT COSTS FOR INITIAL BUDGET PERIOD  | $ |       |

PHS 398 (Rev. 6/09) Page     **Form Page 4**

|  |  |
| --- | --- |
| Program Director/Principal Investigator (Last, First, Middle): |       |
|  |
| DETAILED BUDGET FOR INITIAL BUDGET PERIODDIRECT COSTS ONLY | FROM | THROUGH |
|  |  |

 List PERSONNEL *(Applicant organization only)*

Use Cal, Acad, or Summer to Enter Months Devoted to Project

 Enter Dollar Amounts Requested *(omit cents)* for Salary Requested and Fringe Benefits

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| NAME | ROLE ONPROJECT | Cal.Mnths | Acad.Mnths | SummerMnths | INST.BASESALARY | SALARYREQUESTED | FRINGEBENEFITS | TOTAL |
|       | PD/PI |       |       |       |       |       |       |       |
| SALARY TOTAL |       |       |       |
| RESEARCH ASSISTANT SALARY / CONSULTANT COSTS      |       |
| EQUIPMENT *(Itemize)*      |       |
| SUPPLIES *(Itemize by category)*      |       |
| TRAVEL      |       |
| INPATIENT CARE COSTS       |       |
| OUTPATIENT CARE COSTS       |       |
| ALTERATIONS AND RENOVATIONS *(Itemize by category)*      |       |
| OTHER EXPENSES *(Itemize by category)*      |       |
|  | **RESEARCH SUPPORT TOTAL** |       |
| TOTAL DIRECT COSTS FOR INITIAL BUDGET PERIOD  | $ |       |

PHS 398 (Rev. 6/09) Page     **Form Page 4**

# Detailed Budget and Justification

Use the detailed budget forms included above, one for each year of the award. All applicants will be eligible for 75% of their salary (up to $120,000 per year, including fringe) and up to $25,000 of research support per year. Support may not be requested for mentors or faculty collaborators. A detailed budget justification is required for all costs. If an applicant proposes salary support from another entity (e.g., a department or mentor), please outline from where the support will come. Please use an additional page if needed.

## Budget Justification

*Please note that applicants must commit 75% professional effort (50% for surgeons) to their research and training regardless of the amount of salary support that they receive.*

#  Letter of Nomination

Letter of support on official letterhead from the person making the nomination, commenting on the qualifications of the applicant and any mentoring arrangements that are currently in place (maximum of two pages). If the nominator is the chair, section chief, center director, or dean, the letter needs to describe the long-term commitment to the applicant’s development as an independent investigator.

# Letters of Support

Letter of support on official letterhead from applicant mentors and collaborators (limit one page each).

# Additional NIH-formatted Biosketches

NIH biosketches from mentors and collaborators (up to 5 pages each).

# Additional Letter of Support

If the nominator is not from the department in which the applicant holds their primary faculty appointment, then the chair, section chief, center director, or dean where the applicant does hold their primary faculty appointment must write a letter spelling out the department’s long-term commitment to the applicant’s development as an independent investigator (maximum of one page). Faculty who do not have an appointment as Assistant Professor must have a section of their department chair’s letter that describes the department’s long-term commitment to the applicant and the applicant’s trajectory for promotion while at Yale. The trajectory for promotion must not be contingent upon receipt of this award.

# Initial Faculty Appointment Letter

A signed copy of the initial letter appointing the applicant to their current faculty status should be included. This should be the official offer letter and include details of the applicant’s position, start-up funds, and start date. Applicants must have a full-time Yale faculty appointment at the level of Assistant Professor, Instructor, Associate Research Scientist, or Research Scientist at the time of the award. Applicants who have not yet received their initial faculty appointment letter can submit this when received.

Please note: The applicant must have been **a faculty member for fewer than five years by the earliest anticipated start date,** **Monday,** **July 1, 2024.** This 5-year period is cumulative and includes all appointments as an assistant professor, associate research scientist, lecturer, or instructor at any institution. Any part-time appointments and leaves of absence should be described and will be considered in calculating the total time at a faculty rank.

Field of Research Training (FOT) Code List

|  |  |  |
| --- | --- | --- |
| **Field of Research Training Codes** |  |  |
|  **BIOLOGICAL/BIOMEDICAL SCIENCES** |  |  |
| **130 Anatomy** | **145 Endocrinology** | **175 Pathology, Human & Animal** |
| **110 Bacteriology** | **148 Entomology** | **180 Pharmacology, Human & Animal** |
| **100 Biochemistry** | **167 Environmental Toxicology** | **185 Physiology, Human & Animal** |
| **102 Bioinformatics** | **134 Epidemiology** | **115 Plant Genetics** |
| **103 Biomedical Sciences (*see also Statistics in MATHEMATICS and SOCIAL SCIENCES*)** | **137 Evolutionary Biology** | **120 Plant Pathology/Phytopathology** |
| **133 Biometrics & Biostatistics** | **170 Genetics/Genomics, Human & Animal** | **125 Plant Physiology** |
| **105 Biophysics (*also in PHYSICS*)** | **151 Immunology** | **155 Structural Biology** |
| **107 Biotechnology** |  | **169 Toxicology** |
| **129 Botany/Plant Biology** | **157 Microbiology** | **168 Virology** |
| **158 Cancer Biology** | **154 Molecular Biology** | **188 Wildlife Biology** |
| **136 Cell/Cellular Biology & Histology** | **159 Molecular Medicine** | **189 Zoology** |
| **104 Computational Biology** | **160 Neurosciences & Neurobiology** | **198 Biology/Biomedical Sciences, General** |
| **142 Developmental Biology/Embryology** | **163 Nutrition Sciences** | **199 Biology/Biomedical Sciences, Other** |
| **139 Ecology** | **166 Parasitology** |  |
|  **HEALTH SCIENCES**  |  |  |
| **222 Kinesiology/Exercise Physiology**  | **215 Public Health**  |  |
| **210 Environmental Health**  | **577 Medical Physics/Radiological Science**  | **245 Rehabilitation/Therapeutic Services**  |
| **227 Gerontology (also in SOCIAL SCIENCES)**  | **200 Speech-Language Pathology & Audiology**  |  |
| **280 Health and Behavior**  | **230 Nursing Science**  | **250 Veterinary Sciences**  |
| **213 Health Services Research**  | **207 Oral Biology/Oral Pathology**  | **298 Health Sciences, General**  |
| **212 Health Systems/Service Administration**  | **240 Pharmaceutical Sciences**  | **299 Health Sciences, Other**  |
|  **CHEMISTRY**  |  |  |
| **527 Chemical Biology**  | **526 Organic Chemistry**  | **539 Chemistry, Other**  |
|  **PHYSICS**  |  |  |
| **565 Biophysics (*also in BIOLOGICAL SCIENCES*)**  | **579 Physics, Other**  |  |
|  **COMPUTER & INFORMATION SCIENCES**  |  |  |
| **410 Information Sciences & Systems**  | **419 Computer & Information Science, Other**  |  |
|  **MATHEMATICS & STATISTICS**  |  |  |
| **450 Statistics (*also in SOCIAL SCIENCES*)**  | **499 Mathematics & Statistics, Other**  |  |
|  **ENGINEERING**  |  |  |
| **306 Bioengineering & Biomedical Engineering**  | **312 Chemical Engineering**  | **399 Engineering, Other**  |
|  **PSYCHOLOGY**  |  |  |
| **600 Clinical Psychology**  | **615 Experimental Psychology**  | **633 Psychometrics & Quantitative Psychology**  |
| **626 Cognitive Neuroscience (*see also Neurosciences & Neurobiology in BIOLOGICAL/BIOMEDICAL SCIENCES*)**  | **614 Health & Medical Psychology**  | **639 Social Psychology**  |
| **603 Cognitive Psychology & Psycholinguistics**  | **627 Neuropsychology/Physiological Psychology**  | **649 Psychology, Other**  |
| **612 Developmental & Child Psychology**  | **624 Personality Psychology**  |  |
|  **SOCIAL SCIENCES**  |  |  |
| **662 Demography/Population Studies**  | **217 Health Policy Analysis**  | **699 Social Sciences, Other**  |
| **667 Economics**  | **686 Sociology**  |  |
| **684 Gerontology (*also in HEALTH SCIENCES*)**  | **690 Statistics (*also in MATHEMATICS; see also Biometrics and Statistics in BIOLOGICAL SCIENCES*)**  |  |
|  **OTHER FIELDS**  |  |  |
| **980 Social Work**  | **989 Other**  |  |