Grant and Fellowships Program
2021 NIH-NPF Translational Medicine Fellowship
Application Instructions

Applications must be submitted through our online application portal by following the link at https://proposalcentral.com/ProposalGI.asp?SectionID=9388&ProposalID=-1 no later than 5 P.M. PACIFIC TIME ON WEDNESDAY, JANUARY 13, 2021.

- The online portal will take you to an application form that asks for general information about the program, mentor, and fellow to be completed by the fellow.
- All other application materials (A-G below) must be submitted via web pages or individual PDFs on the “References and Supporting Attachments” page.
- If you wish to submit multiple documents for a single field (e.g. multiple letters of support) you must combine these documents into a single PDF for upload.
- If you are resubmitting a previous application, you will have the opportunity to identify as a resubmission on the application form. It is required that you address reviewer comments from your previous submission in a cover letter.
- IRB/IACUC approval should be initiated prior to award date as to not delay the project start date.

You will have the ability to revisit your application multiple times before submitting and are encouraged to familiarize yourself with the online form before filling it in.

Refer to the 2021 NIH-NPF Translational Medicine Fellowship RFA or email us at research@psoriasis.org for additional information.

Required Application Materials:

A. LAYMAN’S STATEMENT AND SUMMARY FIGURE

Summarize the proposed research for a non-scientific audience in a written statement accompanied by one summary figure. The statement should describe the research question, the aims of the project, and the project's significance. Layman's statement must not exceed 1200 characters and must include one summary figure. Please upload summary figure on the “References and Supporting Attachments” page.

B. SCIENTIFIC ABSTRACT

Summarize the proposed research for a scientific audience. Abstract must not exceed 2100 characters, including spaces.

C. LETTER OF ENDORSEMENT/MENTORSHIP PLAN FROM THE FELLOWSHIP MENTOR

Provide a letter of endorsement from the mentor of the nominated fellow. Include an overall description of the fellowship program and should describe the mentorship between the mentor and mentee, evaluation process, and detail frequency of meetings between the nominee and mentor and plans for career trajectory growth. Please upload on the “References and Supporting Attachments” page.

D. COVER LETTER

Provide a letter introducing your project, describing why you are interested in the NPF fellowship program, and why the project being proposed will be of interest to the psoriatic disease patient community. Please specify which fellowship Program you are applying to, Psoriatic Disease Research Fellowship or NIH-NPF Translational Medicine Fellowship, and describe your goals as they pertain to this mechanism. Please upload on the “References and Supporting Attachments” page.
E. BIOGRAPHICAL SKETCHES

Use the NIH format to provide a biographical sketch of the proposal’s fellowship mentor as well as the fellow applicant. Each biographical sketch must not exceed 5 pages. Please upload on the “References and Supporting Attachments” page under the “Biosketch” dropdown.

F. BUDGET PERIOD DETAIL

Provide a detailed budget based on NIH budget categories. Each fellowship is limited to $100,000 for one year. Provide a breakdown of the stipend, including all direct costs such as fellow salary and fringe benefits. Indirect costs are not allowed.

Requests cannot exceed the net anticipated costs of the fellowship based on (1) all direct costs of sponsoring the fellowship (e.g., fellow’s salary, benefits and medical malpractice coverage) and (2) all direct revenues expected to be generated by the fellow (e.g., Medicare Graduate Medical Education payments, other graduate medical education payments attributable to the fellow, and any professional billing revenues generated by the fellow to the charity’s or affiliate’s benefit).

G. RESEARCH PLAN

Describe your project in sufficient detail for adequate evaluation by a committee of scientific peer-reviewers. Make every effort to be succinct and use figures or tables to summarize your data. Research plans must be written by the proposed fellow but may include considerable review and feedback from the mentor. Research proposals must include the following five sections:

I. Specific aims: The goals of this one-year proposal should be succinctly stated. What do you intend to accomplish? What hypothesis is to be tested? Include one or two sentences about how this proposal will get us closer to a cure for psoriatic disease.

II. Background and significance: Why is the research important? Evaluate existing knowledge in the field and specifically identify the possible contributions that your investigation may make.

III. Preliminary data/studies: Use this opportunity to describe published or unpublished data that support your hypothesis, specific aims, and/or experimental design.

IV. Experiment design: Describe the experimental design, the procedures to be used, and the manner in which the data will be analyzed. Descriptions of established lab procedures are not necessary.

V. References: List of references cited (not counted towards page limit).

Research Proposal Format:
- 5-page maximum, including figures and tables, but excluding references
- Minimum of 12-point font size
- Minimum of 1-inch margins
- Figures must be legible
- Up to two additional copies of original figures may be appended if required for clarity.
Optional Application Materials:

Please upload any/all optional application materials on the References and Supporting Attachments application tab via the blue “Attach Files” button. You will then be able to select which file type you are uploading from the drop down menu. If you wish to submit multiple documents for a single field (e.g. multiple letters of support) you must combine these documents into a single PDF for upload.

A. LETTER OF SUPPORT

Applicants may use this space to provide letters of support from collaborators or supporting people/facilities/resources who will contribute to the proposed research.

Review Criteria:

Applications will be reviewed by a committee composed of leaders in dermatology and rheumatology. Fellowship award recipients will be selected based on the strength of criteria listed below. Please keep these criteria in mind as you prepare your application.

- Alignment with NPF mission and priorities
- Project
- Mentor
- Fellow