CHILD HEALTH RESEARCH INSTITUTE
Grant and Postdoctoral Support Policy

GENERAL

The Child Health Research Institute (CHRI) Grant and Postdoctoral Support is sponsored by the Lucile Packard Foundation for Children’s Health (LPFCH) to develop and support the best child health-focused and innovative clinical and translational research. All projects must be significantly related to child health. The applicant must be a pediatrician, obstetrician, a child health subspecialist, or scientist who has a focus on or plans on focusing on child health research.

The CHRI supports child health research grants for Instructors, Assistant, Associate, Professors, and Postdoctoral fellows:

I. Pilot Early Career ($35K)
II. New Ideas ($35K)
III. Bridge Funding ($35K)
IV. Postdoctoral Fellows ($50K)

ELIGIBILITY

- All applicants must have or plan on having a focus on child health research, or wish to expand their interest in child health research
- All applicants must be a CHRI Member, or his/her primary research mentor must be a CHRI Member [http://chri.stanford.edu/members/how-to-apply.html](http://chri.stanford.edu/members/how-to-apply.html)
- A Primary Research Mentor must be identified for instructors, assistant professors, and postdoctoral fellows
  - All applicants must have legal residence in the United States (Applicants with H or J visas are eligible).

The following are not eligible:

- Clinician Educators (CEs)
- Visiting scholars to Stanford
- Senior Research Scientists, Research Associates/Assistants
- Former recipients of CHRI/LPFCH-sponsored awards who have not complied with award/reporting requirements. Mentor or applicants who have overdraft(s) in previous awards that are not cleared prior to applying are not eligible

Eligibility summary

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<th>Category</th>
<th>Instructor</th>
<th>New Idea</th>
<th>Bridge</th>
<th>Postdoc</th>
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<td>Pilot Early Career</td>
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CATEGORIES

I. Pilot Early Career Investigators

The Pilot Early Career category provides both PI salary and non-salary support for hypothesis-driven or hypothesis-seeking research that could lead to research that is externally fundable as a result of the proposed study. The study must be a pilot, concept, development, or feasibility proposal. This category is intended to help early-career applicants become independent researchers by facilitating projects that will produce the data needed for applications to external funding agencies.

Eligibility: Instructors and Assistant Professors only.

II. “New Ideas” for Mid/Senior Investigators

The New Ideas category provides non-salary support for high-impact, high-risk projects proposed by mid to senior investigators. Projects must be novel to the field (i.e., not previously described in literature) and not a continuation or expansion of the investigator’s currently funded or unfunded research. The grant is intended to facilitate projects which are highly innovative and, if successful, will facilitate novel directions in research that is fundable by external funding agencies.

Eligibility: Associate Professors and Professors only.

III. Bridge Funding

The Bridge category provides both PI salary and non-salary support that help to:
(1) “Bridge” investigators between two *awarded* funding periods from either federal or non-federal sources (i.e. applicant has already won two awards and seeks Bridge Funding before a second award begins), or

(2) Enable applicants to re-submit an NIH-scored, non-triaged, grant proposal. Awardee is required to document the subsequent resubmission including the resubmitted proposal. Only one bridge funding award is allowed (no two consecutive bridge awards). Applicants must justify how the CHRI award will enable them to complete the NIH resubmission (e.g. maintain animal colony, produce preliminary data, etc.)

*Eligibility: Assistant, Associate, and Professors only.*

IV. Postdoctoral Fellows

This category provides *salary-only* support for postdoctoral fellows requesting support in association with a specific project related to child health. Medical fellows (MD or equivalent) training in a clinical fellowship program should not apply through this mechanism.

*Eligibility: Postdoctoral fellows only.*

- Preference will be given to first and second year postdoctoral fellows.
- Eligibility is limited to first through fourth year postdoctoral fellows
- Third and fourth year postdocs must justify how this funding will help his/her career, i.e. facilitate a change into a new field, etc. in the Career Development section of the application.
- Funding for a fifth year of postdoctoral training is not allowed, unless a petition for a fifth year of postdoctoral training has been filed with, and granted by, the Stanford Office of Postdoctoral Affairs (OPA). These petitions are submitted to OPA in order to:
  - Allow a postdoc to complete a nationally or internationally competitive fellowship.
  - Bridge time (less than 1 year) to the start of an accepted position with a defined start date.
  - Extend to a fifth year of training upon the submission of a mentoring and transition/exit plan to OPA.
- All applicants who request funding that would extend into any part of the fifth year of postdoctoral training, must provide documentation of approval of the fifth year extension by the OPA—official approval must be attached to the application.

The postdoc’s *primary research mentor* must be a CHRI Member and one of the following:

- MD, MD/PhD, or PhD whose primary focus is child health research
- MD, MD/PhD, or PhD who wishes to expand his/her interest in child health research.

**AWARD**

*Award may be used for:*

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*Award may NOT be used for (all categories):*

- Travel, conference fees, tuition, classes
- Membership dues, journal subscriptions, books
- Office supplies, ITSS communications
- Poster presentations, abstract submissions
- Computer equipment, software, or accessories
- Any other indirect research costs

**Timeline**

- Two competitions are offered annually (spring and fall).
- Anticipate a total review turnaround time of 10 weeks from the submission deadline.
- Performance period is 12 months. Only *one* no-cost extension (NCX) may be requested for up to 6 months (total study period not to exceed 18 months).
- Awardee is required to submit a Progress Report at the end of the performance period and provide follow-up data for three additional years including grants-submitted and/or awarded, abstracts, presentations, and publications resulting from this award.

**No-Cost Extensions (NCX)**

NCXs are not allowed for Categories 3 and 4. If the project is not completed in 12 months due to unforeseen circumstances a no-cost extension (NCX) of up to 6 additional months may be requested. Requests must be submitted at least thirty (30) days prior to award end date. Requests are considered on a case-by-case basis. Not all
requests are approved. Only one NCX is granted per project. Detailed instructions are available at http://spectrumchildhealth.stanford.edu.

Submission and Award Limits
A single applicant may submit only 1 application per grant cycle. No more than 2 postdoctoral fellows per lab may apply during any given cycle. A single applicant is limited to receiving 3 "lifetime" CHRI awards. A maximum of two Postdoctoral Support awards may be actively held at any given time per laboratory. Awards beyond these limits are considered on a case-by-case basis.

Spectrum Child Health Resources
The award may be applied towards a Clinical Research Coordinator and/or Research Nurse to assist with any or all of the following: IRB applications, regulatory document completion, identification of eligible subjects, recruitment, enrollment, clinical data collection or sample acquisition, specimen handling/shipping, quality control, adverse event reporting, data entry, oversight of regulatory compliance, etc. Register in Study Navigator (below) to request coordinator services.

PROPOSAL REQUIREMENTS

Study Navigator Registration (Required)
Study Navigator (SN) is a web-based research project tracker and collaboration tool designed to streamline the management of Stanford clinical and translational research projects. Investigators can request services via SN including child health research coordinators, informatics and pre-award biostatistical consultations.

All Stanford University child health investigators and CHRI applicants are required to register their studies in Study Navigator: http://spectrum.stanford.edu/study-navigator. A SUNet ID is required. For assistance with SN, email studyfacilitator@stanford.edu.

Biostatistical Consultation
Applicants must adequately describe the biostatistical methods which will be used in the proposed study. A biostatistical consult is required for all human-based studies and those with power calculations. Free pre-award biostatistical consultations can be scheduled through Spectrum’s online Study Navigator (see above).

PI Salary Support
Instructors and Assistant Professors must provide a Budget Justification for requesting salary support and how the proposed work will be completed if the entire CHRI budget is allocated for PI salary.

Mentoring Plan
A Mentoring Plan from the primary research mentor is required for assistant professors, instructors, and postdocs. The primary research mentor must be a Member of the Child Health Research Institute; a membership form is available at http://spectrumchildhealth.stanford.edu.

Letters of Support
- A letter of support from the PI’s primary research mentor (see above) is required and will carry significant weight in the review process
- Primary research mentor’s letter of support must address his/her own focus on child/maternal health or an expansion of his/her interest into child/maternal health research
- Additional letters of support are required from all listed research mentors and co-investigators
- Letters are NOT blinded and must be attached at the end of the single, PDF application that is emailed to Spectrum Child Health. If PI salary is requested (see above), and the research mentor is the Division Chief, a single letter will suffice.

Biosketch
A NIH Biosketch (including Personal Statement) from each research mentor and co-investigator must be obtained. The NIH Biosketch template can be obtained here: http://grants1.nih.gov/grants/funding/phs398/phs398.html

Budget and Budget Justification
The applicant must submit a CHRI G&P Budget Worksheet detailing all current and potential other sources of funding for this study.

Category 1, 2 or 3 must complete the CHRI Category 1 - 3 Budget Worksheet available at: http://spectrumchildhealth.stanford.edu.

Instructors and Assistant Professors requesting PI salary support must provide a Budget Justification for requesting salary support and how the proposed work will be completed if the entire CHRI budget is allocated for PI salary.

Category 4 (Postdocs) must complete the Category 4 Budget Worksheet which is available at http://spectrumchildhealth.stanford.edu.

Applicants must identify all potential sources of funding as instructed on the budget form or the
proposal will not be reviewed. If the potential sources of funding are not fully and clearly described, the proposal will not be reviewed.

SCORING AND REVIEW CRITERIA

Scoring is based on NIH Investigator-initiated Review Criteria:

1. **Significance.** Does this study address an important [child health] problem? If the aims are achieved, how will scientific knowledge or clinical practice be advanced? What will be the effect of these studies on the concepts, methods, technologies, treatments, services, or preventions that drive this field?

2. **Approach.** Are the conceptual or clinical framework, design, methods, and analyses adequately developed, well integrated, well-reasoned, and appropriate to the aims of the project? Does the applicant acknowledge potential problem areas and consider alternative tactics?

3. **Innovation.** Is the project original and innovative? For example: Does it challenge existing paradigms or clinical practice or address an innovative hypothesis or critical barrier to progress in the field? Does the project develop or use novel concepts, approaches, methods, tools, or technologies?

4. **Investigators.** Are the investigators appropriately trained and well suited to carry out this work? Is the work proposed appropriate to the experience level of the principal investigator and other researchers? Does the investigative team bring complementary and integrated expertise to the project (if applicable)?

5. **Environment.** Does the scientific environment contribute to the probability of success? Do the studies benefit from unique features of the scientific environment or subject populations or use useful collaborative arrangements? Is there evidence of institutional support?

SELECTION PROCESS

Proposals are reviewed by the CHRI Scientific Review Committee.

Reviewer Comments
All applicants receive reviewer comments and a priority score regardless of award and given the opportunity to address reviewer comments.

Pre-Submission Proposal Review
Advice for proposal development is available from CHRI reviewers. They can also assist with coordination and identification of other Stanford resources. To request a proposal review, contact spectrumchildhealth@stanford.edu at least 30 days prior to submission deadline.

AWARDEE RESPONSIBILITIES

The PI will take responsibility for the research idea, development methods, supervision and conduct of the study in addition to the following:

- Faculty and Instructors keep their Community Academic Profile (CAP) updated and utilize the “Permit PubMed import” feature
- Submit reports in a timely manner, including a Progress Report within 30 days of the award end date
- Provide updates in all Progress Reports on funding status from external and/or internal sources
- Submit progress reports for up to 3 years following the award end date that will include information about grants submitted, publications, employment, and new external funding resulting from this award
- Acknowledge the research support of the Lucile Packard Foundation for Children’s Health and the Stanford CTSA in all publications, abstracts, and presentations as follows:

"The project described in this publication was supported by the by the Lucile Packard Foundation for Children’s Health, the Child Health Research Institute and the Stanford NIH-NCATS-CTSA grant #UL1 TR001085."

Award recipients who have not acknowledged LPFCH, CHRI and/or the NIH CTSA are not eligible for future awards sponsored by the CHRI.

RESUBMISSION

Applicants not funded may resubmit proposals for future cycles and are encouraged to work with the members of the Review Committee on revisions and/or suggestions for improvement. Attach a Resubmission Summary of Changes (maximum 2 pages) after the Face Page. See the Application Instructions for details. Two resubmissions per project are allowed. To request a resubmission consultation with a reviewer, contact spectrumchildhealth@stanford.edu.

CONTACT

Spectrum Child Health Administration:
spectrumchildhealth@stanford.edu
650-724-6891