

Welcome to CNCDP-K12 Grant Application Process Q & A

Brad Schlaggar, Director CNCDP-K12

Jackie Pittman, Research Programs Operations KKI

Amber Huggins, CNCDP-K12 Administration

CNCDP-K12: Overview

- Limited to pediatric neurologists (and NDD) following completion of a residency training program
- (up to) 3 year period of intensive, clinically relevant basic and/or patient-oriented research
- Goal: “pre-K” --- preparation for independent K08, K23 or other career development award

CNCDP-K12: Eligibility Criteria

- US citizens or Lawful Permanent Residents (proof at time of Letter of Intent)
- No more than 5 years from completion of child neurology clinical training (exceptions for compelling reasons are possible)
- Appointment as Instructor or Assistant Professor at US academic institution once funding period starts

CNCDP-K12: Award

- 3 year funding period
- Salary up to \$85,000/year for a minimum of 75% effort devoted to research/career development
- \$38,000/year for research related expenses including travel

CNCDP-K12:

Expectation of your Institution

- Guarantee to enable scholar to spend at least 75% pursuing research and career development funded by the K12*
- Guarantee to limit scholar to spend no more than 25% pursuing clinical and other non-research/career development activities
- Guarantee to financially support 25% of full-time professional effort and remainder of salary for research/career development to supplement K12
- Guarantee of minimum 50% protected time and salary for at least 18 months after the 3 year funding period

CNCDP-K12: Advisors

- Each CNCDP-K12 scholar has an assigned CNCDP advisor for the full funding period
- CNCDP advisors are physician-scientists in the field of Child Neurology with significant mentorship experience
- Quarterly interactions with CNCDP advisor, in person site visit by advisor during the first year of funding
- Participation at Annual Meeting provides unique networking opportunity with leaders in Child Neurology and peers

CNCDP-K12: Letter of Intent

- **Page 1: Statement of Intent:**

Include: title, date of completion of clinical training, name of institution and mentor(s), brief career development plan

- **Page 2: Preliminary specific aims**

- **Page 3: ONLY for resubmission:**

explain how re-application was modified from previous and why, one year later, you are still a candidate for a K-12, rather than an individual K award

- **NIH format Biosketches for the candidate and mentor(s)**

- **Proof of US Citizenship/Lawful Permanent Resident:**

copy of Passport/Green Card

CNCDP-K12: Letter of Intent

- Merge all documents into ONE pdf file
- Submit to cncdp-k12@kennedykrieger.org

Due date: Monday, June 15, 2020

- You will receive confirmation email

CNCDP-K12: Full Application

- All LOIs will be reviewed by CNCDP-K12 Executive Committee.
- Invitations to submit Full Applications will be emailed by June 26, 2020.
- All applicants regardless of invitation to submit full application or not will be invited for Grant Writing Webinar --- date TBD.
- Full applications due Monday, Aug 24, 2020.

CNCDP-K12: FAQ

- **Can I apply for CNCDP-K12 and K08/K23 at the same time?**
 - Technically, yes, but we don't recommend it.
 - The decision about funding through CNCDP-K12 will not be made by the CSR (Center for Scientific Review) at NIH, but by the Executive Committee of the CNCDP.
 - A better strategy might be to use the review process and experience of the CNCDP to bolster your individual K award application.
 - You cannot have both a CNCDP award and any other NIH funding at the same time.
- **Can I move to a different institution after my initial application?**
 - YES.
 - You will need to submit an institutional support letter of your new institution guaranteeing full research support in a comparable academic environment.
 - You'll have to demonstrate that the local mentorship team is appropriately configured.
- **What is a reasonable work breakdown for a faculty position on this award?**
 - *75% of your full time professional effort has to be dedicated to research/career development.*
 - *The combination of clinical effort and any other responsibilities should NOT exceed 25% and has to be explicit: ½ day per week equals 10% effort, 1 wk of full time service is a minimum of 2% effort.*
 - *On call responsibilities cannot occur during protected time.*
 - *Vacation time must be prorated and cannot come from protected time only.*

CNCDP-K12: FAQ

- What is a “good” start up package that would assist in showing that the institution is supporting me?

Your institution should make the commitment of a tenure eligible faculty position, should provide you with at least \$30-50,000 /year of additional support towards your project , make the commitment of 18 months additional support if needed to get K08/K23, make the commitment of independent space and additional start up if K08/K23 received.

- I have the strongest data on project X, but long term I want to work on project Y. What should I write my grant on?

Start with the project that has the strongest preliminary data (project X) and use what you want to work long term on (project Y) for your K08/K23 application.

- How much data do I need to apply?

In theory you don't need any, but your application will be more competitive if you can provide some data, which will also make it easier to write a compelling proposal.

CNCDP-K12: FAQ

- Is it better to wait one year if still eligible or go in with less data?
Apply as soon as you can submit a well designed and well written application.
- How bad is it to go in again with an improved proposal that was not funded?
We have funded scholars who re-applied after an initial unsuccessful application. It is critical to indicate how the application was modified in response to the prior review AND why, one year later, you are not yet a candidate for an individual level K award
- Is it unlikely to support more than one scholar from the same institution?
We have, but all things created equal we prefer to spread funding to as many institutions as possible, which is one of the goals of the national program
- What do you look for in an institutional mentor?
At least one mentor with successful NIH funding is helpful, but you can have a team that includes non-NIH funded mentors.

CNCDP-K12: FAQ

- Are biosketches needed from all mentors for the Letter of Intent (LOI)?

The primary mentor's biosketch is required for the LOI. It is optimal to have biosketches from other mentors for the LOI, but not required until full application.

- Who is the best contact for technical/practical questions as I prepare to submit my LOI/full application?

All questions regarding the grant should be directed to cncdp-k12@kennedykrieger.org . We do our best to answer them in a timely manner.

- What is the ideal length of the career development plan for the LOI?

All information except the Specific Aims and the biosketch must fit into 1 page, so the career development plan should not be longer than a paragraph.

CNCDP-K12: FAQ

- Will the full grant need to be initially processed by the institution administrators who will then submit it online, or will I be submitting the application myself online?

The applicant will upload the full application online via our website www.cncdp-k12.org. Many institutions will require you to notify them in advance of your submission, and may require institutional review prior to submission, so you should check with your office of grants and contracts in advance to find out what the rules are at your institution.

- For the full grant, the instructions state it is "not required" to have letters of support from all mentors, but is this recommended?

If you have a team of mentors it is recommended you submit letters of support of up to 3 mentors.

CNCDP-K12: FAQ

- Is it correct that a budget does not need to be attached with the full grant submission?

The budget is predetermined by the grant mechanism and you do not need to include a budget with the application, but one may be required by your institution as part of pre-application routing and approval.

- What is the recent applicant success rate for being awarded K12 funding on the first attempt?

The CNCDP-K12 award is highly competitive with 4-5 funded scholars per cycle. We have had 18-26 applicants per year. The uniqueness of the K12 though is you will receive mentorship from an experienced advisor outside your institution and you will have great opportunities of networking with peers and leaders in the field of Child Neurology.

Thank you for participating!

We are looking forward to receiving your
Letter of Intent!

Please don't hesitate to contact us with
additional questions at
cncdp-k12@kennedykrieger.org