



Lymphatic Research Foundation

Postdoctoral Fellowship Awards Program

Frequently Asked Questions

General Eligibility Questions

What is LRF's mission?

The Lymphatic Research Foundation is a 501(c)(3) not-for profit organization whose mission is to advance research of the lymphatic system and to find the cause of and cure for lymphatic diseases, lymphedema, and related disorders.

What are the goals of the LRF Fellowship Program?

The goal of the Fellowship Program is to expand and strengthen the pool of outstanding junior investigators in the field of lymphatic research. The awards will support investigators who have recently received their doctorates, a critical point in career development when young scientists choose their lifelong research focus. Over time, the Program will seed the field of lymphatic research to assure future leadership, fostering discoveries that will lead to therapeutic advances. If you are unsure if your research topic is eligible, please email LLam@hria.org your project summary to confirm whether you should submit an application to the LRF Program.

What projects are eligible?

Examples of funding areas include but are not limited to basic, translational or clinical investigations into normal and aberrant lymphatic endothelial biology; mechanisms of normal and pathological lymphangiogenesis; imaging lymphatic function and structure; animal models of lymphatic system disorders; and the cross-talk between the lymphatic and the immune systems.

What projects are not eligible?

Projects in lymphocyte biology, leukemia, lymphoma and conditions secondary to lymphedema, such as cutaneous infections are outside the scope of this program.

Is there a limit on how many applications may be submitted from one institution?

There are no institutional limitations on the number of candidates who may submit applications.

Must the applicant be nominated by his/her institution?

No.

Is there a limit on how many applications in one cycle may be submitted from one applicant?

Yes, one application per applicant.

Must I be a United States Citizen to apply?

No. This program is offered world-wide and there are no citizenship restrictions.



Lymphatic Research Foundation Postdoctoral Fellowship Awards Program Frequently Asked Questions

Guidelines state that a Mentor may submit only one fellowship candidate per application cycle. One of the postdoctoral fellows in our group with the same Mentor is currently or has been funded by LRF. Would my Mentor still be able to sponsor me as a candidate?

Yes, you are eligible – two NEW people cannot apply from the same lab for the same application deadline.

I already have a fellowship and/or other funding sources that support my full salary and now looking for research support for my project. Am I still eligible to apply for the LRF Fellowship?

No, the two-year LRF Fellowship stipend is for salary only and includes a \$1,500 research allowance. This stipend may **not** be used for institutional overhead or supplies.

How do I determine completed years of experience?

When you add up all the months of full-time experience, if the final figure is, for example, 2 years and 10 months, you would check off 2 years on the Face Sheet.

Change of Status

What if my Fellowship Status Changes?

Applicants promoted to an independent faculty position on or before July 1, 2012 are not eligible to accept a LRF Fellowship.

Following receipt of a fellowship, any change in academic status must be reported to The Medical Foundation division. LRF reserves the right to terminate the Fellowship Award in the event that the Fellow is promoted to a faculty position or leaves the institution.

Recommendation Letters

Is the Mentor Letter confidential?

No, the Mentor Letter is not confidential and may **NOT** be in a sealed envelope. See the guidelines for content and appropriate placement of this letter within the PDF document to be uploaded online.

What if I am an M.D. and do not have a thesis advisor to write a letter of recommendation?

The thesis advisor's letter of recommendation only pertains to candidates holding the Ph.D. degree. For M.D. applicants, please ask for a letter of recommendation from your Chief Resident or someone equivalent who can comment on your training and how they perceived your future potential.



Lymphatic Research Foundation Postdoctoral Fellowship Awards Program Frequently Asked Questions

Application Guidelines state that one letter should be from a thesis advisor but what if my thesis advisor is no longer available?

Please find someone who worked with you during your Ph.D. training who can comment on your work during this time. Also, please have your current mentor explain in his/her letter why you are unable to get the reference letter from your thesis advisor or you may provide a short letter with a brief explanation.

Can the Letters of Recommendation be sent directly to The Medical Foundation?

NO, it is the Candidate's responsibility to obtain the two Letters of Recommendations ahead of time in sealed envelopes and clip those envelopes to the Face Sheet of the original. Any Letters of Recommendation that arrive separately will be returned.

To whom are the letters of recommendation addressed?

Recommendation letters may be addressed to the Scientific Review Committee.

What should be included in the letters of recommendation?

Recommenders should describe their association with the Applicant and comment on the following: the Applicant's scientific background; research ability and potential; self-reliance and independence; and critical thinking skills.

Should I include the Biosketch of Co-Mentors?

The Biosketch of Mentors or collaborators with significant roles on the project may be included (4-page maximum for each). Please include a brief description of these investigators' roles as part of the six pages of your research proposals.

Application Guidelines

What is the difference between the Sponsored Programs Officer and the Institutional Officer to Receive Funds?

Depending on the institution, the Office of Sponsored Programs usually signs off on the application to insure that you and the Institution have met the eligibility requirements. The Institutional Officer to Receive Funds is usually the fiscal officer and receives award payments, prepares fiscal reports and oversees other financial requirements of your grant. Please check with your institution to determine who should sign these sections of the Face Sheet.

Do I need to write a letter to the Trust in advance of the deadline?

No letter to the Trust is necessary prior to the submission of the application.



Lymphatic Research Foundation Postdoctoral Fellowship Awards Program Frequently Asked Questions

How do I apply?

Please go to www.tmfgrants.org/LRF and download both Application Guidelines and Forms for directions. The online submission deadline is 12:00 Noon on Tuesday, January 10, 2012. The mailed submission deadline for applications to be received in the office (not postmarked) is 5:00 p.m. on Tuesday, January 17, 2012.

How do I combine and convert multiple documents into one PDF file?

Please refer to the last page of this document for step-by-step instructions.

Can we send the Mailed Submission Materials by FedEx, UPS, etc?

Yes, any mailing service is acceptable as long as your application arrives in our office. The telephone number is 617-279-2256 and the mailing address is:

The Medical Foundation
Linda Lam, Program Officer
The Medical Foundation, a division of HRiA
LRF Postdoctoral Fellowship Awards Program
95 Berkeley Street, Suite 208
Boston, MA 02116, U.S.A.

Who should I contact with additional questions?

Linda Lam, Program Officer
617-279-2240, x710
LLam@hria.org