

**Robert E. Leet and Clara Guthrie Patterson Trust  
Fellowship Program in Clinical Research  
Bank of America, N.A., Trustee**

Two-Year Fellowships from \$90,000 - \$110,000  
Funding Period: January 15, 2016 – January 14, 2018



**Online Application Deadline:  
Monday, August 31, 2015  
2:00 p.m., U.S. Eastern Time**

**Application Guidelines**

**Award Period**

January 15, 2016 – January 14, 2018

**Award Amount**

Two-year Fellowships ranging from \$90,000 - \$110,000 for applicants working in CT and NJ

**Program Overview and Statement of Purpose**

The Robert E. Leet and Clara Guthrie Patterson Trust was established in 1980 to support research “relating to human diseases, their causes and relief.” As steward of the Patterson Trust, U.S. Trust, Bank of America Private Wealth Management works with The Medical Foundation, a division of Health Resources in Action to support the most qualified Applicants working in clinical, health services or translational research. HRiA is a non-profit organization in Boston, MA that advances public health and medical research.

The Patterson Trust will support mentored investigators in the early stages of their research careers across a wide range of disciplines such as clinical research, health services research, physiological research, behavioral science and health education research, translational research, epidemiological research, health policy, and outcomes research. The Program also seeks to impact public health by supporting researchers with an interest in and commitment to population health issues. Pilot and preliminary studies are encouraged.

The primary goal of the Program is to support research that focuses on the causes of human disease and/or improving treatment. To meet this goal, the Program provides vital resources that prepare awardees for academic careers as successful independent investigators. While the majority of funding comes from the Patterson Trust, **support for cancer-related research will also be provided by the William O. Seery Foundation.**

## Eligibility Requirements

All applicants must meet the following requirements **by the funding start date of 1/15/16**:

- Work in a non-profit academic, medical or research institution in the states of Connecticut (CT) or New Jersey (NJ);
- Apply for the Fellowship under the guidance of a Mentor who is an established investigator with an active research program. Mentors are expected to be involved in direct supervision of the proposed research;
- Must have a doctoral degree (MD, DMD, PhD or other); Mentors must confirm that degrees obtained outside the United States are equivalent to these doctoral degrees;
- Only one applicant per Mentor may apply per application cycle; there are no institutional limitations on the number of applicants who may submit to this Program;
- United States citizenship is not required; visa documentation is not required.

**The following specific Eligibility Requirements must be confirmed by the Mentor:**

### Applicants with Clinical Responsibilities

- Must have protected time of at least 70% for research
- Must have completed clinical training
- Although no minimum previous fellowship experience is required, the maximum is six years of full-time employment since completion of residency training.

### Applicants without Clinical Responsibilities

- Must commit at least 90% time to research
- Must have completed at least three (3) years and no more than five (5) years of full-time postdoctoral research

**Postdoctoral research experience** is defined as full-time employment, after receiving one's first doctoral degree, as a postdoctoral fellow in a research laboratory or similar professional setting (e.g. biotechnology and pharmaceutical industries). All postdoctoral research experience completed domestically and abroad is counted.

Note: For Applicants with and without clinical responsibilities, if research was interrupted for family or medical leave or for other reasons, these months are not considered part of the full-time employment experience. Part-time employment, as documented by the Mentor, may be cumulative towards the eligibility requirements. Any part-time experience must also be documented in the Mentor's Letter of Support.

## Career Development Awards

Applicants may not hold a Career Development Award, including an NIH K Award or equivalent, at the time of application. Applicants who receive a career development award before the funding start date of January 15, 2016 must withdraw their applications to the Patterson Trust or decline the Fellowship. If a career development award is obtained after the Fellowship has been awarded, The Medical Foundation division must be contacted, as remaining Fellowship funds must be returned and the Fellowship will be terminated.

### **Selection Criteria**

- Project will advance knowledge relating to human diseases, their causes and relief;
- Applicant's demonstrated competency and potential for a career in clinical research;
- Qualifications of the Mentor and the degree of commitment to supervise and train the Applicant during the research period;
- Strength of the Mentor's Letter of Support;
- Strength of additional Letters of Recommendation;
- Research hypothesis is novel and important;
- Proposal reviews the relevant literature;
- Objectives are well conceived and realistic;
- Research methodology, data collection, and analytical plan are feasible and appropriate to the proposal's aims;
- Project will contribute to the professional training and growth of the Applicant.

### **Notification to Applicants**

Applicants will be notified by email upon receipt of their online applications. Final notification to Award Recipients will occur in December 2015. Critiques of the grant applications are not provided to successful or unsuccessful applicants. Applicant ranking in the review process will not be provided.

### **Terms of the Award**

Please download "Terms of the Award" from [www.tmfgrants.org/Patterson](http://www.tmfgrants.org/Patterson) for information regarding use of the Award funds, reporting schedule, and other Awardee and institutional requirements.

**Frequently Asked Questions** may also be found at this site.

*Continue to the following page for Application Submission Instructions*

## **Submission Instructions**

### **APPLICATION DEADLINE**

August 31, 2015 at 2:00 p.m., U.S. Eastern Time

Before beginning the online submission, download and save the “**Application Forms**” which can be found at [www.tmfgrants.org/Patterson](http://www.tmfgrants.org/Patterson).

Use one of the following links to access the online application:

**Start a new application:**

[https://www.GrantRequest.com/SID\\_738?SA=SNA&FID=35066](https://www.GrantRequest.com/SID_738?SA=SNA&FID=35066)

**Return to a saved application:**

[https://www.grantrequest.com/SID\\_738/?SA=AM](https://www.grantrequest.com/SID_738/?SA=AM)

The following sections must be completed within the online application form:

- **Institution’s Tax ID Number**
- **Eligibility Quiz**
- **Application Data:** Institution where proposed research will be conducted, Applicant’s contact information and educational background
- **Project:** Project Title, Keywords, Project Summary, Non-technical Summary and Mentor information
- **Research Classification\***
- **Research Area\***
- **Letters of Support:** Mentor plus two additional Recommenders (*The online form will walk you through the process of requesting these confidential letters*)
- **Attachment:** One PDF document is required for upload

\*Research Classification and Research Area are used for administrative tracking purposes only and are not used in the scientific review.

### **Documents listed in items #1 – 8 must be combined into ONE PDF document for upload.**

1. **Application Face Sheet:** The Face Sheet must be completed and signed by the Applicant, Mentor, and the Office of Sponsored Programs or the Institutional Officer administratively responsible for research oversight. All information on the Face Sheet must be typed.

The signatures of the Applicant and Mentor on the Face Sheet will confirm their responsibility for obtaining any required human subjects (IRB), animal use (IACUC), and other institutional approvals. In addition, the Mentor’s and Institutional Officer’s signatures will confirm that all eligibility requirements have been met. Endorsement by the Institutional Officer also confirms that the Institution will commit to appropriate oversight if the project is funded.

Once all signatures have been obtained, the Face Sheet should be scanned and used as page #1 of the Patterson application.

2. **Table of Contents:** Follow the Table of Contents and **number ALL pages sequentially**. The Table of Contents is page #2.
3. **Research Project Summary and Performance Sites:** Provide a summary (*maximum of 300 words*) stating the research project's broad, long-term objectives and specific aims. Describe concisely the research design and methods for achieving these goals. Use the same Project Summary in both the online form and PDF document. This summary will be posted on our website if the project is funded.
4. **Non-Technical Summary:** Prepare a lay-language description (*maximum of 350 words*) of the proposed research that can be understood by the general public. Use the same Non-Technical Summary in both the online form and PDF document.
5. **Budget Forms (A1 – C):** Complete Forms A-1 and A-2 for each year of the Award and summarize any additional support for the project on Form B. No indirect costs are allowed.

All applicants must demonstrate sufficient salary support to protect 70% time (with clinical responsibilities) or 90% time (without clinical responsibilities) for research. Patterson Trust Award funds may be used for salary support, research supplies and certain ancillary costs specific to the Applicant's project (*see "Terms of the Award"*). Equipment purchase is not allowed.

6. **Applicant's Biosketch:** Use either of the two current NIH Biographical Sketch forms and include the following:

*Personal Statement:* Briefly describe why your experience and qualifications make you particularly well-suited for your role in this current project. Include 2 – 3 sentences describing your Mentor's contribution and your level of independence on the project. Finally, state how this Fellowship will assist in your future career path and note any current job seeking.

*Publications:* List publications in the following categories: a) peer-reviewed articles, b) non peer-reviewed articles, c) abstracts within the last two years and d) manuscripts in submission. Citations should include all authors, year, title, journal, volume and inclusive pagination. The **Applicant's name** should be in CAPS or **bolded** in the list of authors.

*Current or Pending Support:* (N/A if not applicable)

7. **Research Proposal** (*maximum of five pages, not including Human Subjects Section and References*):

- Background
- Specific aims
- Preliminary data (if available)
- Research design, experimental methods and analytical plan
- Research limitations and/or potential pitfalls
- Research involving Human Subjects must include the possible risks of the study as well as steps planned to protect patient safety

**Research Proposal Format:** Format this section in **Arial 11**. Use single or double line spacing within paragraphs, double line spacing between paragraphs, and one inch or larger margins on all four sides. Any figures, graphs, tables or pictures must be included within these five pages (*minimum is an 8-point size for these visuals*). Appendices are not permitted.

8. **Mentor's Biosketch and List of Trainees** (*five pages total*): Use either of the two current NIH Biographical Sketch forms. The Mentor's Biosketch must not exceed four pages and should include no more than 15 publications relevant to the proposal as well as current and pending support for the laboratory. Include a one-page listing of previous trainees with their current positions.
9. **Mentor's Letter of Recommendation** (*maximum of four pages*):  
The Mentor must have an active research program within the institution where the Applicant is conducting the proposed research.
  - Describe Applicant's qualifications (*scientific background/training; research ability/potential; self-reliance/independence; critical thinking skills*)
  - Provide a **clear mentorship plan** stating how the Mentor will support the Applicant to further develop his/her scientific career and promote his/her independence
  - Include a brief description of the research facilities and equipment available to the Applicant for the completion of the proposed project
  - Publication and publication history will be used as criteria to judge the productivity of the Fellow. The Mentor should include an explanation if the Fellow has limited or no publications.
10. **Additional Letters of Recommendation** (*maximum of two pages per letter*):  
Recommenders should describe their association with the Applicant and comment on the following:
  - Applicant's scientific background and training;
  - Research ability and potential;
  - Self-reliance and independence;
  - Critical thinking skills.

For PhD Applicants, one of the two letters must be from the Thesis Advisor. If that person is unable to provide a letter, the Applicant must include an explanation as to why in the Research Proposal section of the application.

For MD Applicants, one of the two letters must be from your Residency or Fellowship Director. If that person is unable to provide a letter, the Applicant must include an explanation as to why in the Research Proposal section of the application.

**Direct any Questions to:**

Gay Lockwood, Senior Program Officer  
The Medical Foundation, a division of HRIa  
Patterson Trust Awards Program  
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[GLockwood@hria.org](mailto:GLockwood@hria.org) / 617-279-2240, x702

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