Eligibility

Has the focus of the Jeffress Program of applying integrate computational and quantitative scientific strategies across fields changed for the 2021 cycle?

The focus of computational and quantitative strategies remains the same but with an expansion of the impact areas to encompass topics that seek to improve health for Virginia residents. The Jeffress Trust is extending a call for proposals with a population health focus. Applicants that intend to address social determinants of health and/or health inequities, are encouraged to apply.

What are some of the new impact areas of interest?

Medical related research, projects focused on psychology, behavioral sciences, sociology, population health, epidemiology, health outcomes research, and public health are of interest.

Are faculty from medical schools and schools of osteopathic medicine allowed to apply in 2021?

Faculty from medical schools and schools of Osteopathic Medicine may apply as Principal Investigators or as Co-Investigators. This is a change from eligibility requirements in previous grant cycles that prohibited these faculty from serving as Principal Investigators. Key personnel from computational departments is encouraged.

Is the eligibility requirement of being within “seven years of their first faculty appointment as of June 30, 2021” flexible? By the June 30th cutoff date, I will have been a faculty member for 7 years and 2 months.

Unfortunately, this is not flexible, and you would not be eligible for the grant.

Are exceptions made to the 7-year first faculty appointment eligibility window?

Exceptions to the eligibility requirement would be considered if the PI’s extenuating circumstance is documented satisfactorily in the Department Chair letter as cited in the Guidelines.

Is tenure required for Principal Investigators?

Full time faculty within 7 years of their first appointment are eligible regardless of tenure status.

Are faculty appointments of the PI outside the United States or in other institutions (in the same or different fields) counted towards the seven-year eligibility restriction?

All previous faculty appointments count towards eligibility requirements for the PI.
My faculty appointment is at an out-of-state institution, but I am currently in a temporary position in Virginia. May I apply for this grant?
   No. The applicant’s primary faculty appointment must be at the institution in Virginia which will administer the Award.

If I am a postdoctoral fellow at the time of application but will have a faculty appointment by the grant’s start date, am I eligible to apply?
   Your faculty appointment must be in place at the time of application.

Do the eligibility requirements of the Principal Investigator (PI) also hold for Co-investigators?
   There are no restrictions on Co-investigators regarding their faculty appointment or years of experience other than it being at an institution in the state of Virginia, including medical schools and schools of Osteopathic Medicine.

Can Co-investigators or collaborators be outside of the state of Virginia?
   Collaborative efforts are encouraged; however, Co-investigators must have a primary appointment within of Virginia. Collaborators are not eligible to receive Jeffress Award funding. Collaborators may be situated outside of the state of Virginia. Jeffress Award funding is restricted to Virginia researchers and student researchers.

May an application be submitted by two equal Co-Principal Investigators?
   No. The Jeffress Trust Awards are designated for one PI only. An application may include Co-investigators, but there cannot be two “co-applicants” or co-PIs. Biosketches of significant Co-investigators should be included in the submission.

May a PI on one grant also be part of another grant submission?
   Yes. A PI on one grant may be listed as personnel on someone else’s grant but we do not recognize Co-Principal Investigators.

If I am offered the Award but cannot accept it, may it be transferred to a co-investigator or other individual significantly involved in the project?
   No, the grant can only be awarded to the Applicant who originally submitted the grant.

If I apply and do not receive an Award, may I apply in future years?
   Yes.

I received a Jeffress Trust Award in Interdisciplinary Research in a past cycle, may I apply for a second Award?
   If the previous award has ended prior to the start of 2021 Jeffress Trust Awards Program in Interdisciplinary Research funding, you may apply for a new award. As an exception to the concurrent award restriction, Awardees from the 2019 cycle, who had a 15-month award, may apply in 2020 cycle prior to the completion of their 2019 Award. All eligibility requirements apply to the new application.
Is the project budget subject to the NIH salary cap requirements?
Salaries must be in proportion to the percent effort on the research project; however, percent effort may exceed the percent of total salary support requested from the Program. Institutions may elect to use the NIH salary cap in the project budget but it is not required.

If I receive a grant through the Jeffress Trust Awards Program in Interdisciplinary Research will it be possible to apply for a renewal?
No, the awards given through the Jeffress Trust Awards Program in Interdisciplinary Research are not subject to renewal.

Whom do I contact within my institution for the selection of the five investigators?
Each academic institution, School, College or free-standing non-profit research facility conducts their internal review process differently so check with your Office of Sponsored Research or similar department on how the internal competition will be handled.

May I submit a project that involves human subjects?
Although clinical trials are outside the scope of this program, basic research using human specimens would be eligible.

Do non-teaching research institutes need to include undergraduate researchers in their proposals?
Yes. Non-teaching research institutions must provide an undergraduate student research plan (e.g. describe institution-specific student research programs).

Application Instructions

Where do I find my Institution’s Tax ID?
Contact your Office of Sponsored Programs for this number.

Given the one year funding length from June 30, 2021 – June 29, 2022, can this money fund undergraduate students working during the following summer in 2022?
Yes, it is possible to fund undergraduate student research for the summer of 2022. You may delay the start of the grant up to 3 months, so that the grant would cover September 30, 2021 – September 29, 2022. Alternatively, you may take advantage of a generous 9-month no-cost extension period we have put into place, which allows flexibility to spread out the budgeting of research and student stipend awards.

Must we commit a certain percentage of time to the Jeffress project?
Although Jeffress applicants must be full-time faculty, the Program does not require that a specific percentage of time be allocated to the project. Although salaries must be in proportion to the percent effort on the research project, percent effort may exceed the percent of salary support requested.
Are subcontracts allowable costs and where do we note these expenses on the budget page?
The PI is allowed to pay subcontractors and these subcontracts can be listed as a line item under “Other Expenses.”

What are examples of allowable student support costs?
- Stipend and student room and board are allowable expenses.
- Graduate Student tuition is an allowable expense

Shall I include the Biosketch of a collaborator?
A collaborator that minimally contributes to the scientific development of the project but contributes significantly to the project, generally due to technical, equipment or reagent use, should include a brief letter of collaboration and describe the particular expertise that s/he is bringing to the project. Biosketches of collaborators may be provided to document relevant expertise.

To whom should letters of recommendation/support be addressed?
They should be addressed to the “Jeffress Trust Scientific Review Committee.”

My Department Chair will not be able to submit his letter to me by the deadline. Can this letter be sent later on?
No. All materials must be submitted by the online application deadline. The Chair may fax or email his letter to you so that you can include it with your submission (in the uploaded PDF file).

Can any letters be sent separately?
No. All letters of recommendation, collaboration, etc. must be included in the one PDF upload and submitted by the online application deadline.

Are the standard sections mentioned in the Research Proposal section required or may other section names be included?
These sections are required but others may be added if you wish.

What is meant by “Authorized Institutional Representative”?
This person is administratively responsible for research oversight and is typically from the Office of Sponsored Programs.

Do I need to include pilot data?
It is fine to include pilot data if you have it, but it is not a requirement.

May I include appendices with the Proposal? I am utilizing subjects from another grant and it would be relevant to include information on that study as well.
No. Additional materials will not be accepted. Data from your other studies must be contained within the 10-page research proposal section.

May I include a cover letter in the uploaded PDF?
No, the first page of the PDF must be the Face Sheet. Do not include a cover letter.
Online Submissions

I have started and saved an application but when I try to log in, I cannot find my previous application and need to start a new one.

There are separate links for returning to a saved application and starting a new application. Click the link https://www.GrantRequest.com/SID_738?SA=AM “Return to a saved application” you will see the name of the application that you started. Click on that link and then continue the submission process.

Additional Questions

For answers to any issues not covered in the program guidelines or the FAQs, please contact Jeanne Brown at The Medical Foundation, Jbrown@hria.org or 617-279-2240, ext. 709 or 617-279-2255 DD.