

Robert E. Leet and Clara Guthrie Patterson Trust

Mentored Research Award

Frequently Asked Questions, January 2024 Grant Cycle

Eligibility

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

No. There are no institutional limitations on the number of candidates who may apply.

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

Yes, one application per applicant during each funding cycle.

Can I re-apply if I have already received a Patterson Trust Award?

No, previous Patterson awardees are no longer eligible.

Is there more information to help me determine if my project would align with this program?

The Patterson Program definition for clinical research aligns with that of the NIH. To determine if you are doing human subjects research, you can utilize the following: [Decision Tool: Am I Doing Human Subjects Research? | grants.nih.gov](#) .

Please note that all submitted proposals must include that the investigator or colleague on the proposed study must directly interact with human subjects. Furthermore, proposals are not eligible if the majority of the studies focus on fundamental aspects of phenomena without direct clinical application. Research conducted with human subjects Data from biorepositories and/or electronic health records is allowed.

My faculty appointment is at an out-of-state institution, but I am in a temporary position at my current institution in Connecticut. May I apply for this grant?

No. The Applicant's faculty appointment must be at a Rhode Island, Connecticut or New Jersey institution which will administer the Award.

How do I know if I am in a "non-independent mentored training position"?

Non-independent training positions may include the following: The candidate's research is entirely funded by another investigator's grant or conducted entirely in another investigator's assigned space. The candidate has not received a start-up package from the university. The candidate may also not be allowed by institutional policy to hire postdoctoral fellows or technical staff or be the responsible supervisor of graduate students. Finally, the candidate may lack other rights and privileges of faculty such as attendance at faculty meetings.

Should I count my postdoctoral research experience in my former lab or outside the United States?

Yes. All previous research experience in former labs as well as outside the United States is counted towards eligibility.

How do I determine completed years of postdoctoral research experience?

Example: If months of full-time postdoctoral research experience is 2 years and 10 months, check off 2 years on the Cover Page.

Should I include my postdoctoral research experience in my former lab?

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Yes - all postdoctoral research experience, former and current, should be counted. However, if you spent time in the graduate lab to finish up papers, etc. after receiving your degree, this time should not be counted.

How is experience counted toward eligibility for those with clinical training and those without clinical training?

For applicants **with** and **without** clinical training the calculation is based on full-time **postdoctoral** (or equivalent) research experience. All postdoctoral research experience, former and current should be counted, however if you spent time in your graduate lab to finish up papers, etc. after receiving your degree, this time should not be counted. In some cases, postdoctoral research may occur after the first doctoral degree but prior to starting residency/fellowship clinical training. Periods of post-graduate clinical training are excluded.

Are leaves of absence counted in the experience maximum?

No. If you were not working during a specific period, you would not include that time when determining your eligibility. The Mentor/Division Chief's letter must confirm both the duration of the leave of absence and the Applicant's eligibility for this Program.

How do you count part-time research experience?

Part-time research experience is pro-rated. If you were conducting one year of postdoctoral research at 25% effort, then that one year will be counted as three months (12 months x .25 percent effort = 3 months). State this clearly within the Career Trajectory section of the application and have your Mentor/Division Chief confirm the total years of research experience completed by the beginning of the funding period.

How are interruptions in research experience calculated?

For all Applicants with and without clinical training, if research was interrupted for family or medical leave or for other reasons (**including COVID-19**), these months are not considered part of the full-time employment experience. Pauses in research experience due to COVID-19 related disruptions cannot extend for longer than 6 months. **Research experience is calculated based on experience as of the Award Funding Start Date.**

Do you count the time spent on conducting research for a second doctoral degree as postdoctoral research experience?

No, the time spent conducting research during any doctoral degree program does not count as postdoctoral research experience.

Must we commit a certain percentage of time to the Patterson project?

The Program does not require that a specific percentage of time be allocated to the project; however, applicants with clinical responsibilities must commit at least 70% time in total to research whereas applicants without clinical responsibilities must devote at least 90% time to research.

Are exceptions made to the minimum percent of protected research time for applicants with clinical responsibilities in the surgical disciplines?

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Exceptions to the percentage of protected research time requirement would be considered if the PI's circumstance is documented satisfactorily in the Mentor/Department Chair letter. Please reach out to HRiA staff (PattersonAwards@hria.org) to confirm eligibility.

May I still apply if I am currently funded on a Career Development Award? What about other awards?

No. Applicants may not hold a concurrent Career Development Award (K-Awards) or other major source of research funding that covers more than half of their salary. Applicants may not currently or have previously been designated as Principal Investigator or Co-PI on an R01, P01, Pioneer Award, New Innovator Award, Early Independence Award, or similar large awards from other federal agencies or national foundations.

Applicants may hold R21, R03, or equivalent small research awards. Successful funding of pending applications, as of the funding start, must be reported to the Program Staff.

May I list collaborators or a Co-PI on this submission?

Collaborators may be included on your application, but the Patterson Awards Program does not recognize a Co-PI.

Shall I include the C.V. of a collaborator?

Do not append a C.V. for a collaborator; that person should forward a brief letter of collaboration to you which also describes the expertise that they are bringing to the project.

If I am offered the Award but cannot accept it, may it be transferred to another individual significantly involved in the project?

No. The Patterson Award can only be awarded to the Applicant who originally submitted the grant.

Should the Other Support form include all Key Personnel other funding?

No, other support information is only required for the Principal Investigators but if applicable, any grant overlap for collaborators/key personnel must be reported.

Other Support

- PI/Applicant should list all active and pending support, addressing potential overlap for each at the level of the specific aims with the submission. Duplication of funding is not allowable. If the research project is supported by other funding sources, a plan must be provided outlining how duplication of funding will be avoided.
- Other Support includes all financial resources, whether Federal, non-Federal, commercial or institutional, available in direct support of an individual's research endeavors, including but not limited to research grants, cooperative agreements, contracts, and/or institutional awards. Training awards, prizes, or gifts do not need to be included.
- Effort devoted to projects must be measured using person months. Indicate calendar,

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academic, and/or summer months associated with each project.

- If applicable, please also provide grant overlap for collaborators/key personnel.

What does the term Project Ownership mean?

To help further the success of awardees obtaining independence, the Patterson Program requires that mentors provide a statement regarding portions of the project that the applicant make take to an independent research position. The applicant may use this project to pursue additional grant funding, and that the mentor will not compete with the applicant on the project that is “owned” by the applicant. This statement is akin to that required as part of the K99 application process: <https://grants.nih.gov/grants/guide/pa-files/PA-20-188.html> | Plans and Statements of Mentor and Co-mentor(s)

Application Guidelines and Online Submission

What is the difference between the Authorized Institutional Representative and the Institutional Officer to Receive Funds?

The Authorized Institutional Representative is responsible for research oversight and is often in the Office of Sponsored Programs. This person signs off on the application to ensure that you and the Institution have met the eligibility requirements. The Institutional Officer to Receive Funds is typically the Fiscal Officer and receives award payments, prepares fiscal reports and oversees other financial requirements of your grant.

Will the Patterson Trust sponsor my work visa?

No, the Patterson Trust Awards are made to your sponsoring institution on your behalf. The Trust does not sponsor work visas.

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

No. A letter to the Trust is not necessary prior to the submission of the application.

Is there a Biosketch format that I should use?

Applicants and Mentors/Division Chiefs are asked to use the latest NIH biosketch format.

Where do I find my Institution’s Tax ID?

Contact your Office of Sponsored Programs for this information.

I entered the wrong tax identification number in the online application form. How do I correct this?

The tax ID number that you entered on the very first page of the online application cannot be changed. Please go to www.hria.org/tmf/Patterson and start a new application.

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 is a separate log-in for “returning users.” Instead of using the link for “Start a New Application,” click the link that states “Continue a Saved Application.” After logging in, you will

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see the name of the application that you started. Click on that link and then continue the submission process.

How should I proceed with the application if I have two Mentors?

Please designate one Primary Mentor to be responsible for research progress and administrative oversight. The Face Sheet should contain only the Primary Mentor's information. It will be acceptable to include bio-sketches for a maximum of three (3) co-Mentors. There can only be a total of three letters of recommendation; therefore, the Co-Mentor's letter will be counted as one of the three confidential letters of recommendation. Alternately, one letter may be written and signed by both individuals.

After filling it out, the Application Face Sheet is longer than one page. Is it acceptable for the signatures to be on page 2 of this form?

Yes, this is acceptable but if you can change the top and bottom margins to make the signatures fit, that is preferable.

Do I need to number all the pages of the application and note these numbers in the "Table of Contents?"

Yes, please number all pages of the upload and update the Table of Contents with the appropriate page numbers. As the confidential letters of recommendation are submitted separately, these pages will not be numbered.

Do the budget pages reflect the actual cost of the project or only what is requested from the Patterson Trust?

The budget Form reflects are the yearly costs requested from the Patterson Trust. The budget summary should include both these expenses plus any additional support from other sources.

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 Consortium/Contractual Direct section of the Detailed Year budget tabs. Detailed budgets for this work must also be included under the Sub Budget Year tabs and an explanation must be included in the Sub Budget Justification tab. The Patterson Trust does not separately pay other personnel on someone's grant.

Is graduate student tuition an allowable budget expense?

If the graduate student has a significant role on the proposed project, tuition may be charged as a personnel expense.

Recommendation Letters

Is the Mentor/Division Chief's Letter of Recommendation confidential?

Yes, all letters of recommendation are confidential. The letters will be submitted on your behalf by your Mentor or Division Chief as well as by additional Recommenders through the online application system. Please review the guidelines for what needs to be included in these letters.

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It is advisable that you contact these Recommenders early on in the application process to make sure they submit their letters prior to the deadline.

My Mentor/Division Chief will not be able to submit his letter by the online deadline. Can this letter be sent later on?

No. All materials must be submitted through the online system and by the application deadline. Unless all recommendation letters have been received by the system, you will not be able to submit your application. Please make sure that you follow-up with all Recommenders to confirm that they have uploaded their letters in advance of the deadline.

Can any letter be mailed separately?

No. The three letters of recommendation must be submitted online by the application deadline. Otherwise, the system will not allow the Applicant's materials to go through. Collaboration letters are forwarded directly to the Applicant for inclusion in the document upload.

To whom are the letters of support/recommendation addressed?

Reference letters may be addressed to the Scientific Review Committee.

Are the headings mentioned in the Research Proposal section required or may other section titles be included?

These sections are required but other subheadings may be added if you wish.

Who are the successful applicants from the previous grant cycle?

Please see the listing of Recent Award Recipients at www.hria.org/tmf/Patterson.

Additional Questions

For any questions not covered in the program guidelines or the FAQs, please contact:

PattersonAwards@hria.org