

## Eligibility

**I applied for a Hood award two years ago and would like to submit an entirely different project for this cycle. Am I eligible?**

No. Starting with this cycle, Applicants will receive reviewer critiques and, based on that feedback, they may resubmit once during the next two semi-annual grant cycles. Applicants must meet the eligibility requirements at the time of resubmission.

**I received my first faculty appointment nine years ago and have no funding. May I apply to the Hood Foundation?**

No. The five-year window since one's first faculty appointment is not flexible.

**Do faculty positions outside of the United States count towards the five year maximum?**

Yes. All previous faculty appointments count towards eligibility requirements.

**Do any other appointments count towards eligibility?**

In addition to all previous academic faculty positions, any independent research position in a for-profit company or similar professional setting must be included in the five-year timeframe.

**My appointment is Staff Clinician at a hospital. Does this count as a "faculty" appointment?**

As an MD, as long as you have completed your subspecialty training and are within the five-year window, you are eligible. Please refer to the Application Guidelines for additional guidance on eligibility requirements for both MDs and PhDs.

**Is the requirement that the applicant be within the first five years of a faculty appointment regardless of whether it was a clinical or research appointment?**

Please see the Application Guidelines for specific requirements to determine eligibility for both MDs and PhDs. While some clinicians enter a research track later in their careers, the Hood Foundation Award funds early-career investigators, and is not meant to be a mid-career transition award program.

**My faculty appointment is at an out-of-state institution, but I am currently in a temporary position in a New England institution. May I apply for this grant?**

No. The applicant's primary faculty appointment must be at a New England institution.

**I have a PhD, was appointed as Instructor (a faculty position) following my fellowship training and just recently was promoted to Assistant Professor. If I use Instructor as my first faculty appointment, then I have exceeded the five-year eligibility window. May I use the Assistant Professor appointment instead?**

For PhDs, the five-year window begins at the conclusion of postdoctoral fellowship training. Therefore, if five years have passed since your training concluded, you are not eligible.

**I am an MD and was appointed Instructor during the last two years of my fellowship in order to bill for patient care. I have been an Assistant Professor for four years. Am I too senior for a Hood grant?**

As an MD, eligibility extends five years after completion of your subspecialty training program, regardless of faculty appointment. As the guidelines state, “For subspecialists, the five-year window begins at the completion of an ACGME–certified subspecialty training program, or the equivalent for generalist fellowships.”

**Are leaves of absence counted towards the five year ceiling?**

No. If you were not working during a specific period, you would not include that time when determining your eligibility. The Department or Division Chair’s letter, must confirm both the duration of the leave of absence and applicant eligibility.

**I am currently an Associate Professor. May I apply for this grant?**

Typically, this is not a first faculty appointment. However, if this is your first faculty appointment following completion of fellowship training and you meet the eligibility requirements for the PhD or MD (page 2 of the Application Guidelines), we will accept an application from you.

**If I hold an R21, may I still apply to the Hood Foundation?**

Yes, as long as the direct costs from *all* federal and non-federal grants do not total \$450,000 or more during the first year of the Hood grant.

**I have two private sector awards at \$75,000 each. Would this preclude me from applying?**

If the direct costs for these two awards, added to your other federal and non-federal support, do not total \$450,000 or more during the first year of the Hood Award, you are eligible to apply.

**Is the \$450,000 limit on direct costs inclusive of a Hood Award and my start-up package?**

No. This figure does not include the Hood Award, the start-up package or any other intramural support.

**If my direct costs from all external funding total \$450,000 in Year 1 of the Hood Award and I have no funding for Year 2, would I be eligible to apply?**

No. The applicant is ineligible if there is a total of \$450,000 or more in combined direct costs during the first year of the Hood Award.

**If I have taken over as PI on an R01 from the original PI, would I be eligible?**

If the R01 was not originally awarded to you, you are eligible if the direct costs from the R01, allocated to you and combined with your other federal and non-federal funding, do not total \$450,000 or more during the first year of the Hood Award.

**If I have completed the R00 portion of a K99/R00 and am still within the five-year time frame, would I be eligible for a Hood Award?**

If you are in the R00 phase of the K99/R00 or have completed the R00 portion, you are eligible as long as the Award amount, combined with other funding, does not total \$450,000 or more in direct costs during the first year of the Hood Award.

**As a non-pediatrician, am I eligible for a Hood grant?**

Yes. The Foundation has supported non-pediatricians in the past. However, the guidelines are very specific that all projects must be relevant to child health. As long as you can document this, you would be eligible.

**If a junior faculty investigator applies for the Award, can a senior faculty person serve as a mentor and be significantly involved in the project?**

No. Since the grant requires the Applicant to be an independent investigator, the junior faculty Applicant must propose and carry out an independent research project.

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

Collaborators and Co-Investigators may be included on your application but the Child Health Awards Program does not recognize a Co-PI.

**Are projects with an international focus or those conducted outside the United States eligible?**

Yes. As long as the Applicant has a faculty appointment at a New England institution which will administer the grant funds and the research is relevant to pediatrics, the research may be conducted outside New England or outside the United States.

**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 Hood grant can only be awarded to the Applicant who originally submitted the grant.

**May my Hood project overlap with a project funded by another grant?**

Yes. The Hood project may share overlapping aims with another grant as long as that grant's funding does not cover the full cost of the proposed Hood project. Justification for additional support must be provided.

<b>Application Instructions</b>
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**Are letters of cooperation / collaboration acceptable and, if so, where should they be placed?**

Letters confirming the availability of resources outside the Applicant's institution are required; a letter confirming any significant collaborative relationship either within or outside the applicant's institution is also required. The Applicant must ask the Collaborator(s) to forward their letter(s) to him/her so that they can be included in the Upload. These letters are placed after the Research Proposal (*see Table of Contents*). Please Note: these are brief letters addressing the collaboration or availability of resources and may be no longer than one page.

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

No, additional C.V.s are not required. However, if this is a significant collaboration, that person's letter should describe the particular expertise that s/he is bringing to the project.

**Is there a Biosketch format that I should use?**

Applicants are asked to use the latest NIH biosketch format. A link to this form is provided within the Application Guidelines.

**I am an Instructor but still collaborating with my former fellowship mentor. Can that person provide a letter of recommendation?**

Yes, one of the two required letters of recommendation must be from the Postdoctoral Mentor or Residency Director. The other must come from the Department or Division Chair. Because research independence is required, the Mentor must clarify how your research project is your own scientific inquiry and unique from the Mentor's research.

**Do the budget pages reflect the actual cost of the project or only what is requested from the Hood Foundation?**

Forms A-1 and A-2 are the yearly costs requested from the Hood Foundation. Form B is a summary of 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 "Other Expenses." The Hood Foundation 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.

**Does the text on Form C need to fit onto that one page?**

If necessary, you may use an additional page.

**In preparing the proposal section, may I use the NIH continuation pages?**

Yes, this is acceptable.

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

The Authorized Institutional Representative is often in the Office of Sponsored Programs and signs off on the application to insure 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.

**To whom should the recommendation letters be addressed?**

They may be addressed to the “Hood Foundation Scientific Review Committee.” Both the Department Chair’s letter and the one or two additional recommendation letter(s) are submitted confidentially through the online application portal.

**Can any letter be mailed separately?**

No. The two or 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. Any collaboration letters must be forwarded directly to the Applicant for inclusion in the document upload.

**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 “Return to a saved application.” After logging in, you will see the name of the application that you started. Click on that link and then continue the submission process.

**Award Statistics**

**What are my chances of receiving a Child Health Research Award?**

In the past, approximately 12 – 21% of submissions were funded.

**Who were the successful applicants from previous grant cycles?**

Please see the listing of “Award Recipients” at [www.tmfgrants.org/Hood](http://www.tmfgrants.org/Hood).

**Additional Questions**

For answers to any issues not covered in the program guidelines or the FAQs, please contact Gay Lockwood, Senior Program Officer at 617-695-9439 or [GLockwood@hria.org](mailto:GLockwood@hria.org).