Primary Children’s Hospital Foundation
Early Career Development Research Grant

Preliminary Proposal Guidelines
(Applicants must be invited to submit a full application)

1. Application Form with Signatures – Complete application form and obtain signatures.
   http://medicine.utah.edu/pediatrics/research/intramural_funding.php

   This is a critical component of the PCHF application. Applicants will not be funded if there are concerns
   about the career plan section. It is expected that the Primary Mentor will help the applicant write this
   section. Funding is for a 2 year timeframe. You need to focus your proposal to convince reviewers that
   you can be successful within the given timeframe. Career Development Plan components include the
   following:

   **Candidate’s Background**
   - Describe your commitment to research.
   - Describe your prior training and how it relates to your immediate objectives and long-term
     career plans.
   - Describe your research efforts to this point in your research career including any publications,
     prior research interests, and experience.
   - Provide evidence of your potential to develop into an independent research investigator.

   **Career Goals and Objectives**
   - Describe a systematic plan that shows the following:
     - A logical progression from prior research and training experiences to the training and
       research experiences that will occur as you progress to independent investigator status.
     - How your current research will advance your career goals and objectives.
     - A timeline that includes plans for publications and external grant submissions.
     - Describe how data collected during the grant period will be used to apply for additional
       funding.

   **Mentor(s)** You are required to have a primary research mentor and, if needed, a mentoring team.
   - Identify the person or people who will mentor you during the project and describe their role(s) in
     your proposed project.
   - Describe how your mentor(s) will assist you (e.g., meet with you regularly, provide laboratory
     space, provide help with data collection or analysis, career guidance, etc.).

   **Environment**
   - Describe how your research environment is particularly suited to develop your research career
     and your proposed research project, e.g. patient population, laboratory resources, access to
     data sets, etc.
   - Briefly describe the resources and facilities available to you including the Pediatric Research
     Enterprise and the Center for Clinical and Translational Science (CCTS).
3. **Research Specific Aims** (Maximum 1 page).
In this section, state concisely the goals of the proposed research and summarize the expected outcome(s) including the impact that the proposed research results will exert on the research field(s) involved.

List the specific proposed research objectives, e.g. to test a stated hypothesis, create a novel design, solve a specific problem, address a critical barrier to progress in the field, or to develop new technology. As you write your Specific Aims, consider the following:

- What is your overall goal? What do you propose to do in this project?
- Briefly describe the significance of your proposed project
  - Will it solve an important problem or critical barrier to progress in the field?
  - Will it improve scientific knowledge, technical capability, and/or clinical practice in the field? **Do not include references in this section.**
- Describe what makes your project innovative.
- Funding is for a 2 year timeframe. You need to focus your specific aims to convince reviewers that you can be successful within the given timeframe and available funding.

4. **Appendices** (Not counted in narrative page limits)
- **Applicant’s Biosketch:** (Up to 5 pages). Use current NIH biosketch format [http://grants.nih.gov/grants/funding/424/SF424R-R_biosketchsample_VerC.docx](http://grants.nih.gov/grants/funding/424/SF424R-R_biosketchsample_VerC.docx)
- **Primary Mentor Letter:** In this letter, your Primary Mentor will describe his or her role in developing your career development plan and how he or she will assist you during the grant period (e.g., meet with you regularly, provide laboratory space, assist with data collection or analysis, career guidance, etc.).

**Review Criteria**

- Proposed project shows a clear relationship to pediatrics or child health.
- Proposed project is innovative.
- Proposed project is scientifically significant.
- Applicant’s strong commitment to research is clearly described.
- Applicant’s research career development plan is clearly described.
- Proposed project is likely to be completed in the stated time period.
- Proposed project will likely lead to peer-reviewed extramural funding.

**Submission Guidelines:** Convert completed proposal and application form with signatures to a .pdf document and email as a single .pdf document to rachel.morrey@hsc.utah.edu

*This is a departmental award and not submitted through the Office of Sponsored Projects.*

**Deadline 5:00 p.m. on March 9, 2018 – NO late applications will be accepted**

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**PCHF Preliminary Proposals Checklist**

- 1. Application Form with signatures
- 2. Career Development Plan (Up to 2 pgs)
- 3. Specific Aims (1 page)
- 4. Appendices
  - Applicant Biosketch (Up to 5 pages)
  - Primary Mentor Letter of Support
- 5. Convert complete proposal to a .pdf document and email to Sarah Barth