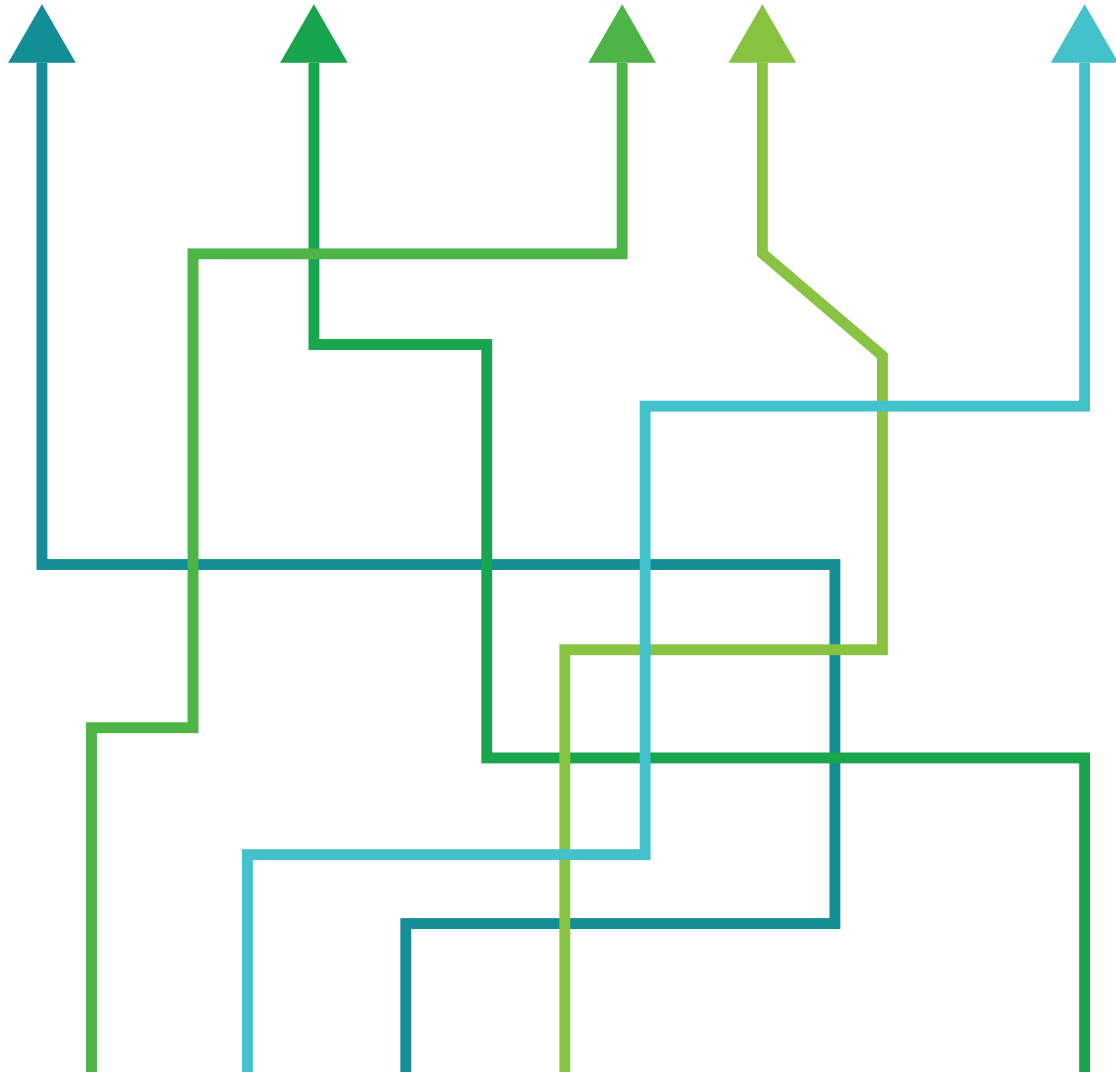


Howard Hughes Medical Institute
2017 Hanna H. Gray Fellows

PROGRAM BOOKLET



Application due date
February 15, 2017

Selection notification
September, 2017

Grant term begins
November 15, 2017-January 15, 2018



Howard Hughes Medical Institute

The Howard Hughes Medical Institute (HHMI) plays an important role in advancing scientific research and education in the United States. Its scientists, located across the country and around the world, have made important discoveries that advance both human health and our fundamental understanding of biology. The Institute also aims to transform science education into a creative, interdisciplinary endeavor that reflects the excitement of real research.

Hanna H. Gray

The Hanna H. Gray Fellows Program honors the contributions of Hanna Holborn Gray, PhD, over her 28 years of service as a Trustee of the Howard Hughes Medical Institute. A former chair of the Trustees, she was one of the eight original Trustees appointed in 1984 to govern the Institute. During her tenure, the Institute made significant changes to its process for selecting the scientists in which it invests, opening its doors to an ever-increasing pool of applicants.

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PROGRAM OVERVIEW

HHMI, recognizing the value of individuals from different backgrounds to move science forward, seeks to increase diversity in the biomedical research community. The goal of the Hanna H. Gray Fellows Program is to recruit and retain individuals who are from gender, racial, ethnic, and other groups underrepresented in the life sciences at the career stages targeted by this program, including those from disadvantaged backgrounds. Through their successful careers, Hanna H. Gray Fellows will become leaders in academic research and inspire the next generation of scientists from America's diverse talent pool.

Following the “people, not projects” philosophy of HHMI, the competition is open to those dedicated to basic research from both doctoral and/or medical training paths in all biomedical and life science disciplines including plant biology, evolutionary biology, biophysics, chemical biology, biomedical engineering, and computational biology. Fellows have freedom to change their research focus and follow their own curiosity during the duration of the award.

Fellows will receive funding through their academic institution for postdoctoral training and may continue to receive funding during their early career years as independent faculty. The program includes opportunities for career development, including mentoring and networking with others in the HHMI scientific community. Fellows in the postdoctoral training phase receive total support of \$80,000 annually allocated for salary and flexible funds. This phase is a minimum of two and maximum of four years. Fellows in the faculty phase will receive research support for up to four years through an annual grant of \$270,000. To transition to the faculty phase Fellows must obtain a tenure-track (or equivalent) faculty position at a U.S. (including Puerto Rico) research institution with a doctoral-level graduate program in their area of interest.

ELIGIBILITY

- The program is open to individuals who are from gender, racial, ethnic, and other groups underrepresented in the life sciences at the career stages targeted by this program, including those from disadvantaged backgrounds.
- Applicants must have a PhD and/or MD (or equivalent) by the start of the grant term.
- Applicants can have no more than 12 months of postdoctoral research experience at the time of the application due date.
- The program is open to applicants of any citizenship or nationality who have been accepted to join a laboratory as a postdoctoral fellow at a research institution located in the U.S. (including Puerto Rico).

See ‘Components of the Application’ found at www.hhmi.org/HannaGrayFellows2017 for further details regarding eligibility.

COMPONENTS OF THE APPLICATION

- Summary of applicant’s educational and training record
- Personal statement relating past experiences and career goals
- Overview of the applicant’s prior research experience
- A list of publications with statements of significance, if available
- Summary of the applicant’s planned research for postdoctoral phase
- An evaluative statement from the applicant’s research training mentor
- A statement of support with a training plan from the postdoctoral training mentor
- A curriculum vitae and list of prior trainees from postdoctoral training mentor
- One additional letter of reference

See ‘Components of the Application’ found at www.hhmi.org/HannaGrayFellows2017 for complete details of the application process.

KEY DATES

Online application site opens – mid-September, 2016

Application submission due – February 15, 2017,
3:00 PM (Eastern Time)

Mentor and reference letters due– February 23, 2017,
3:00 PM (Eastern Time)

Notification of status – late July 2017

Semi-finalist symposium – September 12, 2017

Notification of finalists selection – September, 2017

Intent to accept award due – October 1, 2017

Possible start dates for grant term – between
November 15, 2017 and January 15, 2018

POSTDOCTORAL TRAINING PHASE

Grant funding (stipend and flexible funds)

This award provides funds annually to the training institution to support the Fellow's salary. The initial salary award is \$60,000. It is anticipated that an annual 3% salary increase will be provided in each subsequent training year. Salary supplementation is allowed; however, funds for supplementation must be provided by the institution and not derived from flexible funds awarded to the Fellow by this program.

This grant award provides \$20,000 annually to the training institution that may be used at the discretion of the Fellow for health care benefits, dependent-care costs or expenses related to their scientific career development. These funds may also be used for standard research-related expenses including support of personnel (other than the Hanna H. Gray Fellow).

Terms of grant award

- A Fellow must have 75% of total effort committed to research; therefore, no more than 25% of effort can be devoted to other activities, including clinical care.
- Grants will be awarded only to U.S. (including Puerto Rico) not-for-profit research institutions, universities and academic hospitals. U.S. government laboratories (e.g., National Institutes of Health, Veteran's Administration hospitals, Centers for Disease Control and Prevention) are excluded because HHMI does not award grants to these institutions.
- The postdoctoral training award is contingent upon receipt of verification of completion of PhD or MD degree(s). For those applicants with residency or

clinical fellowship training, a verification of the start of postdoctoral training may also be required.

- Fellows may not hold other postdoctoral fellowships or mentored K-series NIH grants during the postdoctoral training phase of this award. Research funding through competitive grants or institutional awards is allowed, as permitted by the training institution.
- Awards can start as early as November 15, 2017 but no later than January 15, 2018.
- Awards are contingent upon an HHMI Terms and Conditions Agreement being signed by an official of the training institution. This document will be provided to training institutions in Fall, 2017.
- Any immigration issues or visa applications are the responsibility of the Fellow and the training institution.
- HHMI will consider requests for breaks in continuity of funding, however, cumulatively all such breaks may not exceed two years during the postdoctoral phase. Transfers to a new training institution or a change of mentor will be considered on a case-by-case basis.

Other program requirements, benefits and components

- Fellows will be expected to attend an HHMI scientific meeting each year, which will include career development panels and workshops.
- The postdoctoral training mentor will be invited to attend one of these HHMI scientific meetings with their trainee during the four-year award period.
- Fellows will be asked to submit annual progress reports related to research and other training activities with some components provided by the postdoctoral training mentor. The report will include a description of the use of grant funds.

Review process

Due to the early career stage of applicants, evaluation criteria will focus on the applicant's potential for a career as an independent scientist in an academic setting, as assessed by scientific achievement in prior research experiences, letters of reference, and personal statement as well as the nature of the planned research and quality of the proposal. Reviewers will also evaluate the training environment in the laboratory of the selected mentor. To ensure a high-quality postdoctoral training experience, the mentor will be expected to foster a path to independence for the Fellow.

Applications will be reviewed by HHMI and other distinguished scientists. Mentors and other scientists who provide reference letters as well as faculty at the training institution will be excluded as assigned reviewers. Applicants will be notified by late July, 2017 about their advancement to the semi-final stage. At that time, semi-finalists will have an opportunity to prepare an application update and will be invited to make a scientific presentation to a panel of reviewers and HHMI scientific leadership on September 12, 2017 at the HHMI campus in Chevy Chase, Maryland. Finalists will receive notification of selection by the end of September, 2017.

The reviewers will not be identified, except for the final panel of reviewers who will hear the presentations at the symposium. HHMI does not provide feedback on applications. Repeat applications are welcome, if an applicant remains eligible.

FACULTY PHASE

Grant funding (research, flexible and institutional funds)

This award provides \$250,000 annually to the sponsoring institution to support the Fellow's research. These funds can support salary and benefits of the Fellow and laboratory research personnel as well as standard research-related expenses. This faculty award may be used to cover no more than 25% of the Fellow's 12-month salary.

This award provides \$20,000 annually to the sponsoring institution that may be used at the discretion of the Fellow for dependent-care costs or expenses related to their scientific career development. These flexible funds, if not used for the purposes listed above, may also be used for standard research-related expenses including support of personnel.

This grant is awarded to the sponsoring institution that will administer the grant. HHMI will provide additional funds annually representing 20% of the research grant (\$50,000) to the institution that may be used for indirect or administrative costs at the discretion of the institution.

Terms of grant award

- The faculty phase of the award will provide two years of funding with the possibility of two additional years following a successful internal review by HHMI scientific leadership.
- Grants will be awarded only to U.S. (including Puerto Rico) not-for-profit research institutions, universities and academic hospitals. U.S. government laboratories (e.g., National Institutes of Health, Veteran's Administration hospitals, Centers for Disease Control and Prevention) are excluded because HHMI does not award grants to these institutions.
- The sponsoring institution must provide a research startup package and dedicated space to support the Fellow's independent laboratory as well as salary with benefits comparable to other starting assistant professor (or equivalent) faculty.
- The sponsoring institution must have an accredited graduate training program that awards terminal degrees (PhD or equivalent) in the field of interest of the Fellow. Alternatively, the Fellow may have access to such a program through an affiliate-type faculty appointment.
- The Fellow must commit 75% of their professional activities to research for the duration of the faculty award phase. The institution must ensure that this time is protected from other institutional responsibilities, such as teaching or clinical duties.
- Awards are contingent upon an HHMI Terms and Conditions Agreement being signed by an official of the sponsoring institution. This document will be provided to the sponsoring institution at the time of application for the transition to the faculty phase.
- No-cost extensions of up to two years beyond the end of the faculty phase grant term will be permitted. Transfers to a new sponsoring institution will be considered on a case-by-case basis.
- Any immigration issues or visa applications are the responsibility of the Fellow and the sponsoring institution.

Other program requirements, benefits and components

- Fellows will be expected to attend an HHMI scientific meeting each year, which will include career development activities.
- Fellows will be asked to submit annual progress reports related to their research and other professional activities. The report will include a description of the use of grant funds.
- The program will coordinate with the Fellow and the department chair to enlist a faculty-level mentor to serve as an advocate for the Fellow's career.

Transition to faculty phase review

Fellows who have progressed through postdoctoral training and have obtained a tenure-track (or equivalent) faculty position at an eligible U.S. institution may apply for a faculty phase award. Transition to the initial two-year faculty phase funding requires an online application to be submitted at least three months prior to anticipated start of the award to allow sufficient time for HHMI review and for institutional agreements to be completed. The following materials will be required as part of the application:

- A progress report for the postdoctoral training phase, including a brief summary of accomplished research and an updated curriculum vitae.
- A plan for the proposed four years of independent research.
- An evaluation of the postdoctoral phase to be provided by the postdoctoral training mentor.
- A copy of the offer letter for the faculty position that includes details of salary, benefits, research startup funds, dedicated laboratory space, and non-research responsibilities.
- Other information regarding the appointment may be requested to ensure the terms of the award are met. If not covered in the offer letter, the chair of department will be asked to describe the salary plan for the tenure-track faculty position being offered. The chair will also be asked to verify that the grant award will not be used to defray costs normally covered by the department for comparable faculty positions in the form of salary support or startup funds.

Faculty mid-phase review

During the second year of the faculty phase, Fellows are eligible to apply for an additional two years of support. The application will include a short research summary, an updated curriculum vitae, and a statement of support from the department chair. Review of the application will consider primarily whether the components are in place to successfully launch an independent research program. For example, the Fellow will be expected to have established a laboratory with staff and equipped space and to be active in graduate training activities. We anticipate that the majority of Fellows in the faculty phase will receive the final two years of funding.

CONTACTS AND ADDITIONAL INFORMATION

Additional program information, including the components of the application and links to the online application site, can be found at www.hhmi.org/HannaGrayFellows2017. For questions, contact HHMI program staff at fellows@hhmi.org.

The Hanna H. Gray Fellows award refers to the full program, which includes support and activities during both the postdoctoral training and faculty phases.