

## **INSTRUCTIONS TO APPLICANTS FOR THE NATIONAL KIDNEY FOUNDATION CLINICAL SCIENTIST AWARD**

The objective of the National Kidney Foundation (NKF) Clinical Scientist Award is to support investigators who have demonstrated outstanding clinical research potential to promote their continued success as independent investigators. The award provides **salary** support for three years to enable recipients to devote at least 75% of their time to research for the duration of the award.

### **OVERVIEW OF REVISED NKF RESEARCH SUPPORT POLICIES**

I. The intent of the NKF is to fund the most meritorious research projects within budgetary constraints imposed by the limits of the programmatic areas of the NKF.

II. During the peer review process, the responsiveness of the individual application to the research agendas of the NKF will be one of the elements used to judge merit and assign ranking for both the clinical and basic research applications. Applicants will be asked on the face sheet of the application to provide a description of the applicability of the application to the research agenda of the NKF, with specific reference to the KDOQI Guideline upon which the research project impacts. (**Please see [KDOQI Research Recommendations](#) and [“NKF Research & Training Agenda”](#)**)

III. The NKF intends to fund original research, and wants to discourage submission of applications that do not represent the original thoughts of the applicants. While it is appropriate for an application to fit into an overall organizing theme of the parent division or institution, the originality of the applicant’s proposal and the feasibility of accomplishing its aims within the time and fiscal constraints of the NKF award, will be important factors included in its evaluation.

For Clinical Investigator Applications, the research themes must clearly be associated with the applicant, and thus, delineated from the other projects and funding of the applicant, and from other activities at the applicant’s program. A signed statement from the Applicant and the Division Director or Department Chair assuring the primary involvement of the applicant in writing the proposal and the independence of the Applicant will be required.

IV. Annual reports will be required for all funded proposals that detail the progress and publications related to the project. Advances related to the Research Agenda of the NKF, especially as defined in the KDOQI Guidelines, will be of special interest. Any concurrent application for additional or parallel funding from other agencies by the Applicant or Mentor should be described in the Annual Progress Report.

### **FUNDING FOR CLINICAL RESEARCH:**

The National Kidney Foundation (NKF) has embarked upon a new initiative designed to increase support of clinical research. This undertaking includes the establishment of a new Study Section which will review all proposals involving clinical research for all funding mechanisms, based on the following definition from the Nathan Report. The Nathan Report describes three categories

of clinical research: (1) Patient-Oriented Research, defined as research conducted with human subjects (or on material of human origin such as tissues, specimens and cognitive phenomena) for which an investigator (or colleague) directly interacts with human subjects in either an outpatient or inpatient setting. Elements of patient-oriented research activities, as defined, include but are not limited to development of new technologies, mechanisms of human disease, therapeutic interventions and clinical trials. Excluded are in vitro studies that utilize human tissues but do not deal directly with patients. (2) Epidemiologic and Biobehavioral Studies. (3) Outcomes Research and Health Services Research.

## **ELIGIBILITY**

The intent of the award is to fund highly promising clinical investigators during the early stages of their independent research careers. Applicants must hold an M.D. or equivalent domestic or foreign degree and must be full-time staff members of a department within an institution in the United States at the time of the award. Applicants will generally have at least 5, but not more than 10 years of postdoctoral research experience in nephrology by the beginning of the award date, i.e. July 1, 2009. Clinical training received after the doctoral degree does not count as research experience. Candidates must have demonstrated independent research accomplishments at the time of application. Applicants must demonstrate that they have sufficient funding to support the proposed work during the tenure of the award. This support may be from extramural or institutional sources. These qualifications should be documented in the biosketch (limit: four pages). Eligibility rules will be strictly enforced. Anyone who may not be certain as to his/her eligibility should request an advisory opinion from the NKF research department before submitting an application.

It is assumed that applicants who are well-established in their fields may not require a Clinical Scientist Award. An applicant can not have an academic rank higher than an Associate Professor. Individuals who have completed or currently hold an equivalent award from any extramural funding agency, e.g. American Heart Association Established Investigator Award, are not eligible.

Applicants must be citizens or permanent residents of the United States at the time of application.

**Since the NKF research support program is an integral part of the Foundation's overall scientific mission, it is expected that candidates for Clinical Scientist Awards will support NKF as dues-paying members of the National Kidney Foundation, Inc.** A portion of each professional member's dues payment is contributed to the NKF Research Endowment.

## **APPLICATION PROCEDURE**

Applications must be submitted electronically no later than **Tuesday, December 1, 2009**. Late applications will not be accepted for review. Page restrictions are noted throughout the instructions; these page restrictions should be observed by the applicant. Failure to observe page limitations constitutes grounds for disapproval. One hard copy original, with all signatures affixed, should be sent to:

Clinical Scientist Award Program  
National Kidney Foundation

## **APPLICATION COMPONENTS**

### A. Letter from Department Head/Division Director

A supporting letter from the Department Head/Division Director must accompany each application, giving assurance that the awardee will have a full-time appointment and will be accorded the same opportunities for advancement as other faculty members of equivalent rank and time in grade. The Department Head/Division Director must explain how the award will enhance the awardee's research career and what specific benefits will accrue to the awardee. The letter should indicate a knowledge of the proposed research with the assurance that the candidate will be permitted to spend a minimum of **75%** time in research activities, including but not limited to, the project described in the application, and that appropriate research resources will be made available, and outline a long-term plan for independent professional development of the awardee.

The letter should also indicate all project support which will be available to the applicant at the time of the investigatorship activation. This will include committed, pending or planned funds from the work institution as well as from granting agencies. Finally the letter must assure that the candidate has had primary responsibility for the development of the proposed project and that it will be executed independently by the candidate.

### B. Lay Summary

A brief (150 words) description of the research that the applicant proposes to undertake should be written as a summary for a lay audience. The summary should include a brief discussion of the proposed research and an indication of the potential benefits to the patient with kidney disease. Scientific jargon, abbreviations and complex discussions should be avoided.

### C. Research Proposal

**NO MORE THAN 15 CONSECUTIVELY NUMBERED PAGES (INCLUDING ANY DIAGRAMS, TABLES, PHOTOS, ETC.) WILL BE ACCEPTED. APPLICATIONS WITH GREATER THAN 15 CONSECUTIVE PAGES IN THE PROPOSED RESEARCH PLAN WILL BE REJECTED. APPENDICES ARE NOT PERMITTED AND WILL BE DISCARDED.**

**APPLICATIONS NOT ADHERING TO TYPE-SIZE AND FONT-SIZE REQUIREMENTS MAY ALSO BE RETURNED OR ADMINISTRATIVELY REJECTED.**

The type must be **clear and readily legible**, standard size, which is 10 to 12 points (approximately 1/8 inch for capital letters) with 15 characters per inch. There must be no more than 60 lines per page. Margins should be greater than or equal to 0.5 in. Figures, charts, tables, figure legends and footnotes may be smaller in size, but must be clear and readily legible.

Type the proposed research plan single-spaced, specifically following the outline given. Complete information should be included, even if supplied in previous applications.

Approximate lengths are guidelines only.

- a. **Aims of the research program (1/2-1 page)**  
Provide a clear, concise summary of the aims of the work proposed and its relationship to candidate's long-term goals.
- b. **Previous work done on same or related problems (2-3 pages)**
  - i. By other investigators. Summarize important results outlined by others in same field, evaluating existing knowledge.
  - ii. By applicant. Completely describe previous work related to the proposed research. Include pilot studies showing the work is feasible.
- c. **Significance of the research (1/2 page)**  
Briefly explain why the results of the research project may be important, why the proposal is likely to produce new and useful information, and how the information relates to kidney function or urinary tract disease, hypertension, or to related problems.
- d. **Contemplated method of approach to the problem (4-6 pages)**  
Description of proposed tests, methods or procedures should be explicit, sufficiently detailed and well-defined to allow adequate evaluation of the approach to the problem.  
Clearly describe overall design of the study, with careful consideration to statistical aspects of the approach, the adequacy of controls and number of observations, as well as how results will be analyzed.
- e. **Ethical aspects of proposed research (1/2 page)**  
Describe in detail any special consideration accorded to ethical issues involved in proposed investigations, identifying risks and management and indicating the nature of the consent which will be obtained. If NONE, please indicate.
- f. **Literature cited (2-4 pages)**  
List all literature references at the end of the Proposed Research Plan in the order in which they appear in the proposal. References should be typed as follows: 1) list the authors in the same order as they appear on the paper; 2) the title of the article; 3) the name of the book or journal; 4) volume number; 5) page numbers; and 6) year of publication.

**END OF TEXT (Not to exceed 15 pages, including bibliographic information)**

- g. Enclosures to accompany hard copy of the application:
  - (i) REPRINTS

Applicant must submit two copies of his/her five most pertinent publications. (If none are considered pertinent to the project, submit three other publications which best represent the applicant's work.) Abstracts are not acceptable.

(ii) NOTARIZED STATEMENT FOR IMMIGRATION STATUS

If a permanent resident, applicant should submit a notarized statement with the application 1) that a notary has seen the specific applicant's Alien Registration Receipt Card, and 2) that the form number of the card is I-551 or I-151. This card is commonly known as the "green card," although the current edition is white and other colors have been used in the past.

(iii) Statements must accompany the application demonstrating that appropriate reviews have been processed by human subject, animal care or other committees of the institution.

h. References

It will be the responsibility of the applicant to have three references e-mailed to the National Kidney Foundation on the form provided in the application materials. References should be from individuals familiar with the applicant's clinical or scientific interests and abilities (excluding department head). No more than two letters should come from the same institution.

References should be received no later than **Tuesday, December 1, 2009**. These should be sent directly from the referents to: [research@kidney.org](mailto:research@kidney.org). Please include the applicant's name and application ID number in the subject line of the email.

i. Documentation of Collaborative Arrangements

Applicant must supply letter(s) from consultant(s) that indicate their willingness to assist in the project and any conditions on such assistance, if applicable.

**REVIEW**

Applications will be reviewed for merit by a committee of peers designated by the National Kidney Foundation (NKF). Attention will be given to the general qualifications and prior training of the applicant, the quality and originality of his/her previous research, the scientific merit of the research proposed in the application, the relevance of the proposed study to the research agenda of the National Kidney Foundation, the independence of the applicant and the candidate's promise for continued productivity.

Because of limited resources, NKF will not be able to provide critiques of applications submitted for the Clinical Scientist Award.

## **TERMS OF THE AWARD**

The Clinical Scientist Award will be for three years, but will be subject to annual review and renewal. The award is intended for continuous support. Interruptions in the period of support will require prior written approval from the National Kidney Foundation. The award is not renewable. Clinical Scientists are expected to devote a minimum of 75% of their time to research. Awardees may devote up to 25% of their time to other professional activities.

The total amount of salary and fringe benefits provided to an awardee is determined by the awardee's institution. The National Kidney Foundation's annual portion of the total stipend, however, will be \$50,000 per year. NKF does not pay indirect costs. The National Kidney Foundation requires a Clinical Scientist to devote 75% of his/her time to research but recognizes that the salary support it provides may not constitute 75% of the recipient's compensation package. Therefore, recipients of NKF Clinical Scientist Awards are permitted to receive compensation from other extramural sources. The National Kidney Foundation stipend may be supplemented with institutional funds provided that the supplementation will not commit the awardee to clinical or administrative responsibilities beyond those stipulated above. The fiscal officer may be required to provide the National Kidney Foundation with institutional supplementation information at the end of each year. If, during the period of support by a Clinical Scientist Award, the investigator obtains an RO1 from the National Institutes of Health, the Clinical Scientist Award will be terminated.

Clinical Scientist Awards may be transferred from one institution to another with the prior approval of the National Kidney Foundation. Before a transfer will be considered, the National Kidney Foundation must have written assurance from the Department Head/Division Director of the new institution that the investigator will be permitted to devote 75% effort to research, have a full-time appointment, be accorded the same opportunities for advancement as other faculty, and that appropriate research facilities and institutional resources will be made available to support the applicant's research.

### **Funding Agreement**

Successful candidates will be required to execute an agreement that incorporates the terms and conditions of research support from the National Kidney Foundation described in these instructions.

## **REPORTING REQUIREMENTS**

At the end of each year of a Clinical Scientist Award, the recipient must submit two one-page progress reports for review by the National Kidney Foundation Research Committee. One should be a technical report. The second should be written for a lay audience. In addition, reprints of all publications attributable to support provided by the National Kidney Foundation Clinical Scientist Award should accompany these progress reports. National Kidney Foundation Clinical Scientists should be aware that they may, from time to time, be requested to make a presentation concerning their research at the National Kidney Foundation Clinical Meetings. Finally, all publications will bear the statement: **“This work was supported by a Clinical Scientist Award**

**from the National Kidney Foundation”** and (if the award has been endowed) the name of the benefactor should be included in the acknowledgment.