

# **The Halpin Foundation, Inc.**

## **Career Development Grants for New Investigators**

**Please note that no new applications will be allowed to be created after January 29,**  
unless submitted for the following year.

**Application Deadline:** January 29 each year

Instructions    Application    Recipients

# **The Halpin Foundation, Inc.**

Career Development Grant Instructions 20\_\_-20

Instructions to applicants for Career Development Grants

**Application Deadline:** January 29 each year

## **Purpose**

To provide funding for faculty to foster evolution to an independent research career by providing transition funding toward successful application for an RO1 grant. Applicants within 7 years of initial faculty appointment will be preferred and may be in the last two years of a mentored award. Applicants must be able to show evidence of progress toward capability to oversee an independent research project or its equivalent.

The purpose of the Halpin Foundation Research Grant is to support research on topics in nephrology, immunology, autoimmunity and genetics, with human membranous nephropathy of particular but not exclusive interest. The research proposal must include an explanation of how the proposed research is relevant to human membranous nephropathy, if applicable.

## **Eligibility**

Applicants must be a resident of North America and hold an MD or PhD or equivalent degree. Appointment to full-time faculty must be confirmed in writing by the Department Chair, indicating the date of first full-time faculty appointment, and providing assurance that the department will provide needed resources for conducting independent research (laboratory and office space, salary support, and protected research time of at least 75%). It must be assured that the proposed project is independent of previous mentors. Halpin Foundation career development grants are not renewable and previous recipients are not eligible for a second grant.

## **Grant Amount**

The award will provide \$\_\_\_\_\_ annually [for \_\_\_\_\_ years], beginning July 1, and will cover salaries/supplies related to the candidate's research proposal. A maximum of 10% may be used to cover indirect costs at the candidate's sponsoring institution.

## **Previous or Current Funding Allowed**

Applicants are allowed to have currently, or have had previously, extramural (NIH or Foundation) mentored career development grant funding (e.g., NIH K08).

**Use of Grant Funds**

Salary/Fringe: Up to \$\_\_\_\_\_ per year can be used for the PI's salary/fringe.

Supplies: Any or all of the funds can be used for research supplies or support salary of research assistant.

Equipment: Funds cannot be used to purchase equipment that costs more than \$\_\_\_\_\_, unless such purchase is clearly justified in the research plan and approved by the Halpin Foundation.

Restrictions: Funds cannot be used for travel, or for clinical or administrative time.

**Terms**

A progress report and a financial report are required for non-competitive renewal of the grant for the second year. The award is for continuous support, and interruptions in the period of support will require prior written approval from the Halpin Foundation. Progress reports should include the following: Summary of progress during tenure of the Halpin Foundation award, publications during the tenure of the award, an updated listing of current and pending grant support from all sources, and plans for continuing the research project in the next year.

A detailed final report is required at the end of the funding period.

Research Scholars are required to devote at least 75% of their time to research. Awardees shall be known as Halpin Foundation Research Scholars and shall acknowledge Halpin Foundation's support in publications resulting from their proposed work.

A maximum of \$\_\_\_\_\_ per year may be applied to the investigator's salary, including fringe benefits.

Career Development Grants may be transferred from one institution to another only with the prior approval of the Halpin Foundation. Halpin Foundation must receive written assurance from the Department Head/Division Director of the new institution that the investigator at the time of or before the invitation will be permitted to devote at least 75% of his or her time to research, have a full-time faculty appointment, and that appropriate research facilities will be available.

These terms will be memorialized in an agreement with the grant recipient. Foundation) mentored career development grant funding (e.g., NIH K08).

**Application**

Only online applications will be accepted. All parts of the application must be completed by January 29 of each year at, 4:00 EST. Late applications will not be accepted for review. Please note: Applicants may go back and edit their submitted application up until the

deadline (January 29 of each year, 4:00 EST).

Applicants should allow enough time for all parts of the application to be completed.

**Letters of reference must be uploaded by the original author (not the applicant).**

The required signature form must be emailed via [info@halpin.org](mailto:info@halpin.org) by 4:00 EST of the day of the deadline. **Signatures will need to be collected from the applicant's Department Chair and the Institution's Fiscal Officer.**

Please note the following in regards to the application:

- The research proposal text should be in size 12 font.
- The research proposal has a 10-page length limit including figures.
- You do not need to include a proposed budget with your application.

**Evaluation Criteria**

The Review Committee will consider the potential of the applicant and the proposed project for eventual funding by a NIH R01 grant or its equivalent. Assessment will include the qualifications of the applicant with respect to prior training, productivity, and independence, as well as the scientific merit of the proposed project. The institutional commitment to the development of the applicant as an independent investigator will also be assessed.

**Contact**

For more information about Halpin Foundation Career Development Grants, please contact the President of the Halpin Foundation, Joan R. Halpin via [info@halpin.org](mailto:info@halpin.org).

**Application Components**

To access the grant application page, visit the Halpin Foundation website ( [HYPERLINK "http://www.halpin.org"](http://www.halpin.org) [www.halpin.org](http://www.halpin.org)) and click on "Grants." Then select/click on the PDF icon to view and download the document.

**Step 1: General Information**

The following information will be needed to complete step 2 of the application process.

**Contact Information**

- Project Title
- Position title at time of grant activation
- Institution
- Department
- Address
- City, State, Zip Code
- Phone Number
- Country of Citizenship

- Visa Status (if applicable)

- Country of Citizenship

## **Biographical Information • Visa Status (if applicable)**

- Education
  - **Format:** Institution, degree, year conferred, and field of study, in chronological order
- Professional Experience
  - **Format:** Employment history, honors and other relevant experience in chronological order
- Publications
  - **Format:** List published and accepted papers in chronological order

## **Other Support**

- Current Grant Support
  - **Format:** List the sources and direct costs of all **current grant support** that will be available to at the time the award is activated. For each grant, include: source, title, grant number, P.I., dates of award, annual direct costs, and possible scientific overlap with the proposed project.
- Pending Grant Support
  - **Format:** List the sources and direct costs of all **pending grant support** that will be available at the time the award is activated. For each grant, include: source, title, grant number, P.I., dates of award, annual direct costs, and possible scientific overlap with the proposed project.

## **Institution Information**

- Department where work will be performed
- Name of Department Head:
- Department Fax Number:
- Department Email:
- Address of Institution, if different from current address

## **Other Personnel**

- List other professional personnel associated with the project.
- **Format:** List name, degree and position of each professional associated with the project, and the capacity in which they will be participating.

## **Research Proposal**

The research proposal will need to be uploaded to the application. Acceptable file types are MS Word 2007/2003 (doc, docx), Adobe Acrobat (pdf), Rich Text Format (rtf) and Text (txt). Preferred format would be an Acrobat pdf file. The file size is limited to 6 MB.

Please note the following information regarding the proposal:

- The research proposal text should be in size 12 font.

- The research proposal has a 10-page length limit including figures.
- You do not need to include a proposed budget with your application.

- The research proposal text should be in size 12 font.

### **Step 2: Faculty Verification Letter**

Upload a signed letter from the Department Chair, verifying appointment to full-time faculty, indicating the date of first full-time faculty appointment, and providing assurance that the department will provide needed resources for conducting independent research (laboratory and office space, salary support, and protected research time of at least 75%); Letter must also verify that the proposed project is independent of previous mentors. Acceptable file types are MS Word 2007/2003 (doc, docx), Adobe Acrobat (pdf), Rich Text Format (rtf) and Text (txt). Preferred format would be an Acrobat pdf file. The file size is limited to 1 MB.

### **Step 3: Reference Letters**

You must provide reference letters for three persons who are familiar with your scientific interests and abilities. Choose people to write letters of recommendation who are in a position to judge the significance of your project, know you and your work, and know your potential to succeed as an independent investigator. Reference letters are to be submitted "blindly", i.e., the reference letters are to be submitted by people other than the applicant and the applicant will not have access to the letters. For this purpose, the ASN has created an email form that will automatically email a link to your references that will allow them to directly upload a reference letter to your application.

Enter the email addresses of your three references, and the invitation link and grant application information will be automatically emailed to them. You may come back to your application and resend the reference letter at any time before the deadline. It is your responsibility to follow up with the letter writers to ensure that the upload was completed. All uploads must be completed by January 29 of that year.

### **Step 4: Required Signatures Form**

In order to complete the Career Development Grant application, the Required Signatures Form must be completed and returned to the Halpin Foundation office by January 29 **by email**. This form can be downloaded at any time from the "Grants" section of the Foundation website ([www.halpin.org](http://www.halpin.org)). The completed Required Signatures Form should be emailed to [info@halpin.org](mailto:info@halpin.org).



**Grant Application:**

Halpin Foundation Research Grant
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**ASNID:**

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**First Name:**

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**Last Name:**

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**Email:**

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**Project Title:**

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**Current Position:****Institution:****Department:****Address:****City, State, Zip:****Phone:****Country:****Visa Status:**

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**Education:**

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**Professional Experience:**

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**Publications:**

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**Current Grant Support:**

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**Pending Grant Support:**

be emailed to <a href="mailto:info@halpin.org">info@halpin.org</a> .
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**Department Work:**

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**Department Head:**

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**Department Phone:**

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**Department Fax:**

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**Department Email:**

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**Other Institution:**

<b>Other Department:</b>	
<b>Other Address:</b>	
<b>Other City, State, Zip:</b>	

Research Proposal

**Uploaded Research Proposal File:**

**Faculty Verification**

**Uploaded Faculty Verification Letter:**

**References**

**Uploaded Reference Files:**

**Reference One:**

**Reference Two:**

**Reference Three:**

**Department Email:**

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**Other Institution:**

## **The Halpin Foundation- Research Grant Recipients**

**2007**

Laurence H. Beck, Jr., MD, PhD  
Boston University School of Medicine

**2006**

Susan L. Hogan, PhD, MPH  
UNC Kidney Center at the University of North Carolina at Chapel Hill

## **As Part of the Nephrotic Syndrome Rare Disease Consortium**

**2009**

University of Michigan Health System

## **In Partnership with American Society of Nephrology**

**2009**

Laurence H. Beck, Jr., MD, PhD  
Boston University School of Medicine

**2008**

Elena Torban, PhD  
McGill University Faculty of Medicine

**2007**

Changli Wei, PhD, MD

**2006**

Andrew W. Minto, Jr., MVM, PhD, CBiol

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Andrew W. Minto, Jr., MVM, PhD, CBiol