

Department of Internal Medicine Trainee Grant

Application Instructions (2018)

DEADLINES

Applications Due: 13 December 2018 at 5 PM

Notification of award: First week of January 2019

Funding of award: 7 January 2019

To be spent by: 7 January 2020

Questions: contact Emily Dobbs in Academic Research Services, dobbsek@uc.edu, 558.7116.

1. **Deadline.** Applications are due by 13 December 2018 at 5 PM.
2. **Background.** The Department of Internal Medicine established the Trainee Grant to assist Internal Medicine trainees in generating preliminary data, travel to and support of research conferences, poster printing, etc. This funding will enable trainee investigators to leverage preliminary findings and data as the basis for competitive extramural research grant applications. Submissions from investigators from underrepresented racial and ethnic groups and candidates with disabilities are encouraged.
3. **Budget.** Up to \$5000 per proposal is available from the Department of Internal Medicine for two proposals.
4. **Eligibility.** Applications will only be accepted from trainees in the Department of Internal Medicine who complete the Trainee Workshop series. Trainees include: fellows, residents, PhD students, Masters students, Medical students, and undergraduate students.
5. **Review process.** An Internal Medicine research administrative team will review applications. Critiques will be provided to the applicants after awards are announced, upon request.
6. **Submission of applications.** Proposals must be submitted in single spaced text, one-half inch margins, and no smaller than 11-point Calibri font. All applications must be submitted as a single pdf to Emily Dobbs at imresearch@uc.edu. An email confirmation of receipt will be returned to the applicant. **The application must be received before 5 PM on 13 December 2018. Applications received after the deadline will not be reviewed.**
7. **Composition of applications.** Applications can be up to 2 pages in length excluding face page and attachments and should include the following:
 1. Face page (include proposal title, applicant and mentor names, department/division affiliations, and email addresses)
 2. Proposal
 - a. Hypothesis and specific aims
 - b. Background
 - c. Research design and methods
 - d. Goals or expected outcomes
 3. Attachments
 - a. Budget
 - b. Budget justification
 - c. Biosketch or CV
 - d. Individual development plan
 - e. Literature cited
8. **Funding restrictions:** Funds may not be used to support salary.
9. **ARS support.** Applicants are strongly encouraged to seek assistance and feedback from Academic Research Services. Emily Dobbs and Eric Smith (smithep@uc.edu, 558.2017) are available to answer your questions, help with proposal design, and review your proposal.
10. **Progress report.** Grant awardees must provide a 12 month progress report and may be asked to present their progress at an Internal Medicine research event.