Scholars Program Grant Guidelines

Overview
The Rita Allen Foundation Scholars Program provides grants to leading biomedical research institutions selected by the Rita Allen Foundation Scientific Advisory Committee and confirmed by the Rita Allen Foundation Board of Directors. The Scholars Program supports research scientists in the early stages of their careers. Fields of research are cancer, immunology and neuroscience. The Rita Allen Foundation reviews grant proposals by invitation only.

Individuals chosen will be designated Rita Allen Foundation Scholars and the affiliated institution will receive financial support from the Rita Allen Foundation of up to $110,000 annually, for a period of up to five years.

Key Dates and Deadlines

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<tr>
<th>Event</th>
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<tr>
<td>Application period</td>
<td>October 31, 2016, through January 20, 2017</td>
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<td>Letter of Inquiry (LOI) deadline</td>
<td>December 9, 2016</td>
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<td>Application deadline (Midnight EST)</td>
<td>January 20, 2017</td>
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<td>Review period</td>
<td>January – March 2017</td>
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<td>Finalist interviews–New York City</td>
<td>April 28, 2017</td>
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<td>Grant awards announced</td>
<td>May 2017</td>
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<td>Grant contracts due</td>
<td>June 2017</td>
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<td>Press announcement</td>
<td>June 2017</td>
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<td>Grant period</td>
<td>September 2017 – August 2022</td>
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<td>Interim reports due</td>
<td>August 31, 2018, 2019, 2020, 2021</td>
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<td>Final report due</td>
<td>December 1, 2022</td>
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Note: All institutions must submit a Letter of Inquiry (LOI) for approval by December 9, 2016, before their candidate may begin the application process.

Eligibility
To be eligible for a Rita Allen Foundation Scholars Award candidates must:

• Be nominated by a selected institution
• Have completed their training and provided persuasive evidence of distinguished achievement or extraordinary promise in research in one of the relevant fields
• Be in the early stages of their careers; most likely, this will mean a recent appointment at a faculty level

Applicants with committed awards that overlap the first two years of the Rita Allen Foundation Scholars Program from the Beckman Young Investigator Program, Kimmel Scholar Award, Pew Scholars Program in Biomedical Sciences and Searle Scholars Program are not eligible. Other sources of funding may influence selection.
The application for the Rita Allen Foundation Scholars Program is a two-part process: the formal Nomination (Letter of Inquiry/LOI) by an institution; and the nominee’s own subsequent Proposal and Support Materials.

Nomination (LOI) Requirements
The nomination for the grant application must be completed by a senior official at the nominating institution and must be completed online through Fluxx, a web-based grant application system, by December 9, 2016. Nominations should include the following required support materials:

- identification of the candidate and an official letter of nomination;
- an assessment of the candidate; and,
- a description of the procedure used by the institution to identify the nominee, as well as a paragraph explaining the tenure track or the equivalent at the institution.

Institutions are limited to submitting one nomination.

Proposal Requirements
Once the nomination/LOI is complete and has been approved by the Foundation, candidates are required to complete the grant application in Fluxx and provide the following support materials by January 20, 2017:

- a proposal narrative/plan of work of no more than four pages in length (including references);
- a detailed curriculum vitae, including the candidate’s address, telephone number(s) and email address;
- details of past, current and pending support from other funding sources, both public and non-public, and the candidate’s role (PI or co-PI); on current projects, provide what percentage of time the candidate is devoting to each;
- description of how a Rita Allen Foundation Scholars Award would enable the candidate to pursue new ideas and take strategic risks;
- explanation of how this proposal differs from or relates to the candidate’s other supported projects; and
- letters of support from five people acquainted with the candidate’s work, at least two of which should come from individuals outside of the candidate’s institution.

These materials are requested to help ensure that as many researchers as possible can receive the limited number of awards available to early-career scientists.

Grant Reports
Successful grant recipients will be required to provide complete narrative and financial reports detailing their expenditure of the grant funds and progress made toward the goal(s) of the grant. Grant reports also must be submitted online through Fluxx.

Grant funds should be used entirely for direct project expenses, including up to 50% of the grant may be used for Scholar compensation. No grant funds may be used to support the grant recipient’s overhead or other administrative expenses.

Assistance with Applications
For help with the electronic application process, contact: Nancy Kovacevich, Grants Administration, Rita Allen Foundation, at nk@ritaallen.org, 609-683-8010.

Grant program questions should be directed to: Ruth Stevens, Program, Communications and Administration, Rita Allen Foundation, at rs@ritaallen.org, 609-683-8010.