THE MCKNIGHT ENDOWMENT FUND FOR NEUROSCIENCE

**Guidelines for the**

**McKnight Scholar Awards**

The McKnight Endowment Fund for Neuroscience supports innovative research designed to bring science closer to the day when diseases of the brain and behavior can be accurately diagnosed, prevented, and treated.

The McKnight Scholar Award program gives promising young investigators in the early stages of an independent research career the opportunity to develop their work on critical problems in brain science. The intent of the program is to support the commitment by young scientists to a research career that will have an important influence on the study of the brain. Applicants for the McKnight Scholar Awards must demonstrate their ability to solve significant problems in neuroscience, which may include the translation of basic research to clinical practice.

In this competition, up to six McKnight Scholars will be selected to receive three years of support, beginning July 1, 2018.

Applicants must have:

* An M.D., Ph.D., or other suitable doctorate
* A record of meritorious research
* Evidence of a commitment to a career in neuroscience
* Full-time appointment at the rank of assistant professor, and must have served at that rank for less than four years at the application deadline. Scientists holding other titles such as Research Assistant Professor, Adjunct Assistant Professor, Assistant Professor Research Track, Visiting Professor or Instructor are not eligible, and time spent in service in those ranks does not count against the four years of service for determining eligibility
* No more than four years of experience in an independent faculty position (exceptions may be made to allow for parental leave)
* Documentation that the sponsoring institution has government approval for the applicant to work in the U.S.

Applicants may not:

* Be employees of the Howard Hughes Medical Institute or of the Intramural Research Program of the National Institutes of Health
* Apply in more than two rounds of competition
* Have already been granted tenure
* Hold another award from the McKnight Endowment Fund

**Stipend and expense allowance.** Scholars will receive $75,000 annually in 2018, 2019, and 2020, subject to an annual review of research progress. The sponsoring institution is responsible for fiscal management. The award does not provide institutional overhead or indirect costs.

**Applications are complete only when they include all of the following components.**

1. Completed face sheet.
2. Biographical sketch in NIH format.
3. Description of the proposed research project. Applicants should propose experiments based on their best work. The proposal should be introduced with an abstract of 200 words or less, followed by a detailed statement of plans for the three-year research program. The proposed research does not need to present a totally new line of research, but it should not be identical to projects supported by other funders. The proposal (narrative and figures, but not bibliography) should not exceed six numbered, single-spaced pages, in 12-point font with one-inch margins.
4. Proposed budget. The applicant should indicate how he or she proposes to use the McKnight Scholar Award funds ($225,000 paid in equal installments of $75,000 in 2018, 2019, 2020). Allowable budget items include salaries and fringe benefits, equipment, supplies, animal costs, costs for technical services, etc. The application should include itemized budgets for each year, in a tabulated column/dollar amount format; narrative budgets are not acceptable. **Funds cannot be used for overhead or indirect costs.**
5. Statement from responsible financial officer at sponsoring institution (1 page, form attached).
6. Supporting information from applicant’s chairperson at sponsoring institution (2 pages, form attached).
7. If the proposed research involves human and/or animal subjects, documentation from the sponsoring institution that such experimentation has been approved by the appropriate institutional committee[s] (see chairperson statement).
8. Five recent publications.
9. Four references from former teachers, supervisors, or senior colleagues familiar with the applicant’s work. **Letters of reference must be sent separately and in confidence by the four individuals listed as references on the face sheet of the application.**

**Email ONE PDF containing the *entire* application (except letters of reference), compiled in the order stated above, by January 8, 2018 to:** **neuro@mcknight.org****; if you do not receive confirmation of submission within one week, please contact Eileen Maler at 612-333-4220. Both the application and the letters of reference must arrive no later than midnight on Monday, January 8, 2018 (last time zone on earth). Applications that are late or incomplete will not be considered.**

**Please forward the following instructions to your four references:**

*The McKnight Endowment Fund for Neuroscience Scholar Awards support young applicants embarking on an independent research career in the neurosciences. We would appreciate your candid comments on the applicant’s training and research accomplishments, and on the applicant’s potential as an independent investigator in the neurosciences. There is no specific format for the letter. Please email a PDF of your reference letter by Monday, January 8, 2018 (last time zone on earth) to neuro@mcknight.org. In the subject line of the email, please indicate clearly who you are recommending. Please include your name and institution in the letter. Your comments will be seen by the McKnight Scholar Awards Review Committee and will otherwise be held in strict confidence.*

**Procedures for review of applications and notification of awards.** The McKnight Scholar Awards Selection Committee will review the applications and select a limited number of applicants to be interviewed. Applicants selected will be notified **in mid- to late-March, 2018.** The interviews are scheduled for **Thursday, April 19, 2018 in New York City.** The committee will make its final selection from those interviewed, subject to approval by the Board of Directors of the Endowment Fund, and awards will be announced by May 15, 2018.

**1. Face Sheet**

# THE MCKNIGHT ENDOWMENT FUND FOR NEUROSCIENCE

APPLICATION FOR THE MCKNIGHT SCHOLAR AWARDS

*Please print or type and fill in all fields; you may go beyond form pages*

|  |  |
| --- | --- |
| **Name** |  |

 (last) (first) (middle initial) (highest degree[s])

|  |  |
| --- | --- |
| **Date of Birth** |  |

|  |  |
| --- | --- |
| **Title of Project** |  |

|  |  |
| --- | --- |
| **Academic Institution/Department** |  |

|  |  |
| --- | --- |
| **Academic Position/Start Date** |  |

|  |  |
| --- | --- |
| **U.S. Mail Address** |  |

|  |  |
| --- | --- |
| **Contact Information** |  |

 (email address) (telephone number) (fax number)

**FUNDING (list all sources and amounts of support, including any institutional commitment to your research)**

|  |  |
| --- | --- |
| **Current** |  |

|  |
| --- |
|  |

|  |  |
| --- | --- |
| **Pending or to be Submitted** |  |

|  |
| --- |
|  |

**INDIVIDUALS PROVIDING LETTERS OF REFERENCE**

 Name Title Email Address

|  |  |
| --- | --- |
| 1. |  |
| 2. |  |
| 3. |  |
| 4. |  |

|  |  |
| --- | --- |
| Signature of Applicant: |  |
|  Date: |  |

**2.** Insert Biographical sketch in NIH format

**3.** Insert Proposal

**4.** Insert Budget

**5. Statement of Responsible Officer of Sponsoring Institution**

*Please print or type information clearly*

|  |  |
| --- | --- |
| **Applicant’s Name:** |  |

 (last) (first) (middle initial)

|  |  |
| --- | --- |
| **Sponsoring Institution:** |  |
| **Name of Responsible Financial Officer:** |  |
| **Email:** |  |

|  |  |
| --- | --- |
|  **Title:** |  |
| **Department:** |  |

|  |  |
| --- | --- |
| **U.S. Mail Address:** |  |
| **Signature:** |  |

 (date)

The statement from the responsible financial officer should indicate approval of applicant’s proposed use of McKnight Scholar Award support and agreement by the sponsoring institution to administer the award.

**6. Supporting information from chairperson at sponsoring institution**

*Please print or type clearly*

|  |  |
| --- | --- |
| **Applicant’s Name:** |  |

 (last) (first) (middle initial)

|  |  |
| --- | --- |
| **Sponsoring Institution:** |  |

|  |  |
| --- | --- |
| **Department:** |  |

|  |  |
| --- | --- |
| **U.S. Mail Address:** |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of Chairperson:** |  | Title |  |

|  |  |
| --- | --- |
| **Signature**: |  |

 (date)

**PLEASE USE AS MUCH SPACE AS YOU NEED**

1. Does the applicant’s proposed experimentation involve human and/or animal subjects?

2. If the answer to question 1 is “yes,” has the proposed experimentation been submitted to and passed the review of the appropriate institutional committee(s)?

3. What is the title and nature of the applicant’s appointment at your institution?

4. When did/does the applicant’s appointment begin?

6. What is the source of the applicant’s salary? (If there is more than one source, be specific.)

7. What are the applicant’s teaching responsibilities?

8. What sort of startup money and other institutional support has been provided to the applicant?

9. What sort of space and facilities have you provided to the applicant?

1. Is there anything we should know about your institution’s commitment to this applicant, or the applicant’s research environment?