



# Department of Pediatrics

## Resident and Fellow Research & Development Proposal Guidelines

*Updated: October 2023*

### **THE RESIDENT & FELLOW RESEARCH AND DEVELOPMENT (R&D) COMMITTEE**

The Resident and Fellow R&D Committee is comprised of seven members who represent the breadth of the department's divisions and research activities. The Chair of the committee is appointed by the Department Chairperson. The Committee meets twice annually to review applications. Applicants will be notified of the funding decisions via email.

### **RESEARCH AND DEVELOPMENT AWARD FUNDS**

The purpose of the R&D Award Fund is to support research activities, including quality improvement (QI). Funds are awarded with the expectation that they will support activities leading to scholarly output, such as presentations, publications and/or grant applications.

### **ELIGIBILITY STATEMENT**

All residents and clinical fellows whose principal commitment is with the Department of Pediatrics and are not in their final year of training are eligible to submit a proposal for R&D funding. Applications must include at least one mentor who is a Department of Pediatrics faculty member, and project outcomes must demonstrate a direct benefit to pediatric populations and/or pediatric research.

### **APPLICATION GUIDELINES**

1. The submission deadline will be strictly adhered to and applications received after the deadline will be returned to the applicant.
2. Applications must be submitted via the Department electronic submission system for R&D requests.
3. R&D awards are for a 12-month period; applications for more than 12 months will not be considered.
4. Requests for computers/tablets will not be considered.
5. Per campus regulations, projects requiring biosafety, human subjects and/or animal committee approvals may not commence until the required clearances have been obtained.

### **FUNDING**

The following funding limits apply:

- Up to \$2,500 per Resident application
- Up to \$5,000 per Clinical Fellow application

Decisions will be primarily based on scientific merit and overall grantsmanship.

### **RECIPIENT RESPONSIBILITIES**

1. Notify the R&D Committee and/or Departmental administration if additional funding is received for the project to discuss whether R&D funds will be revised or retracted.
2. It is expected that all awardees will present a poster and/or an oral presentation at the Department's Spring Research Day held during the award year.
3. Submit a one-page research summary in the final months of the award. This summary should describe how the R&D funds enhanced the awardee's training and the research project. Include details of publications/abstracts submitted, presentations, and grant applications related to these funds.
4. Requests for carryover will be considered on a case-by-case basis and should be included in the progress report. At the end of the one-year carryover period, any remaining dollars will be returned to the general fund.