

**This is NOT a Limited Submission Opportunity (LSO); the LSP is serving as central coordinator for the selection of awardees on behalf of this foundation.**

**Internal Deadline:** Wednesday, March 13, 2024 at 11:59 PM

**PLEASE FORWARD THIS ANNOUNCEMENT TO ALL APPROPRIATE FACULTY AND RESEARCH ADMINISTRATORS**

**WHAT:** UCSF Society of Hellman Fellows Program (<http://www.hellmanfellows.org/>) (<http://evcprovost.ucsf.edu/ucsf-hellman-fellowship-program>)

**NOTE:**

There is no limit on how many applications may be reviewed. This opportunity is available exclusively for early career UCSF faculty. The LSP will be coordinating the review and selection process for up to twelve awardees.

**PURPOSE:**

- To provide short-term support for outstanding faculty at the assistant professor level whose work shows originality and promise of distinction.
- To assist promising early career faculty who face challenges in advancing their work to the level of career development and eventual independence.
- Awards can be made for basic, clinical or translational research.
- Four of the twelve awards are designated as Diversity, Equity, and Inclusion (DEI) Fellowships, with an additional purpose to contribute to diversity at UCSF and to health equity. This purpose may also be served by any of the awardees, but it is explicitly required for the DEI fellowships.

**ELIGIBILITY:**

- **Assistant professors** in tenure-track, In Residence, Clinical X, Health Sciences or Adjunct series who have made substantial progress in their research and demonstrated creativity, whose work needs further development to attract other support.
- Special preference will be given to those who face challenges in obtaining independent funding (e.g. research that takes longer to become established because of its complexity or innovation, or the demands of clinical practice).
- **Please note:**
  - The awards are specifically directed toward promising faculty who are in the second or third years of their appointment (start date between June 2021 and June 2023). *Assistant professors of any start date (on or before the project start date) may still apply, but will be considered less competitive the further they are from the 2-3 year window.*
  - The Hellman Fellowship will no longer consider difficult personal or family circumstances such as illness or unusual child-care responsibilities as special preferences for consideration.
  - It is expected that the Fellowship will contribute substantially to the conduct of the research by the recipient. Preference in allocation of Fellowships will be given to assistant professors who are not recipients of other young investigator awards, career development awards, or substantial start-up funds.
  - Awarded funds may not be used to replace *state-funded* faculty salary, but may be used to replace other salary support or the salary of employees (e.g., research staff).

- Applicants from the Department of Family and Community Medicine are especially encouraged to apply.
- The Hellman Fellows Fund intends these Fellowships as **one-time awards**. Anyone who has previously been awarded a Hellman Fellowship or is a current awardee may not apply again.
- **For DEI Fellowships, applicants must also demonstrate:**
  - Outstanding contributions to diversity, equity, and inclusion at UCSF.
  - That their proposed project advances health equity.

#### **BUDGET AND PROJECT PERIOD:**

- Award Budget:
  - \$40,000 - \$70,000; most awards are made at \$50,000.
  - Budget requests over \$50,000 will require additional justification.
- Project Period:
  - Monies are to be spent within two years from the date of Fellowship award.

#### **DUE DATE:**

- Internal Due Date: **11:59 PM**, Wednesday, March 13, 2024. **This is a hard deadline.**
- Awardees Informed: By May 15, 2024.
- Award Start Date: July 01, 2024.

**Submit the following in ONE PDF file by 11:59 PM, March 13, 2024, to: [limitedsubmissions@ucsf.edu](mailto:limitedsubmissions@ucsf.edu)**

1. Proposal Cover Sheet with signatures (form attached to email)
2. Project Summary addressing the aims of the project, broad strategy to be followed, and potential contribution to the field (4 page max., including references). Please indicate how your research demonstrates the following:
  - a. Significance
  - b. Innovation
  - c. Contribution to career advancement , including why funding is needed prior to attracting other support
3. Statement of Special Challenges in Obtaining Funding (1 page max.)
4. NIH Bio-sketch (5 page max., including publications)  
(<https://grants.nih.gov/grants/forms/biosketch.htm>)
5. Budget for project period (use PHS398 Form 4)  
(<https://grants.nih.gov/grants/funding/phs398/fp4.pdf>)
  - a. This **need not be a detailed budget** and should only recite the principal elements of proposed expenditures.
  - b. Fellowships cannot be used to replace state-funded salaries or state-funded resources otherwise provided by the administration to recruit or retain faculty.
6. Budget justification (applicable to all applications)
  - a. Budget requests over \$50,000 will require additional justification describing the special circumstances related to research (e.g., unusual travel expenses, need for equipment, etc.).
7. Three letters of recommendation from faculty members.
8. List of Current and Pending Support (amounts and sources), including a clear description of start-up package.
9. **FOR RESUBMISSIONS ONLY:** 250 words to address feedback from last cycle.

**10. FOR DEI FELLOWSHIP APPLICATIONS ONLY:**

- a. Contributions to Diversity Statement to show how the applicant's work demonstrates outstanding contributions to Diversity, Equity and Inclusion at UCSF (½ page max.).
- b. A brief statement (in addition to the narrative proposal) on how the proposed project advances health equity (½ page max.).
- c. Designate the application as DEI focused by checking the "DEI Fellowship" box on the application cover sheet.

Only applicants with a diversity statement, language on health equity, **and** checked DEI Fellowship box will be considered for DEI Fellowships. Applicants pursuing outstanding work that meets the DEI criteria may instead be selected as a "regular" Hellman Fellow. All DEI applicants will be considered in both pools, but not all regular Hellman Fellowship applications will be eligible for DEI Fellowships. No applicant can receive more than one fellowship.

**Incomplete application packets will not be reviewed.**

**Review Criteria:**

1. Significance: Does the research proposal address an important and distinctive issue in research, medical education, clinical practice, or community engagement?
2. Investigator: Will the project further the applicant's career development and faculty advancement?
  - a. Does the proposed project fit within a coherent professional development plan for the applicant?
  - b. Is the project likely to result in tangible, scholarly products (articles, new curricula, changes in clinical or educational practices, etc.)?
3. Need/impact on UCSF career: Would a Hellman award have unique strategic impact on advancing the applicant's career?
4. Approach: Is the plan for conducting the proposed project logical, well described, and feasible?
5. Special circumstances: Does the applicant have special circumstances? Factors to consider in scoring special circumstances are whether the applicant's scholarly program faces particular challenges because of its complexity, innovation, focus on disadvantaged populations, or other issues.
6. **For DEI Fellowships:** does the applicant meet all criteria required for general fellowships? Does their work demonstrate outstanding contributions to Diversity, Equity and Inclusion at UCSF? Does their proposed project advance Health Equity?