

April 11 - Submissions deadline for Initial Round 1 Proposals
Late May - Notifications go out – those invited to Round 2 applicants
June 20 - Submission deadline for Round 2 proposals

Instructions

We are pleased to invite you to submit a proposal for the 2024 Society for Developmental and Behavioral Pediatrics Research Grant. Our primary goal is to foster development of young investigators in research across the full spectrum of child development and behavior. Through the process described below, the Program will grant \$10,000 each for 1-2 selected projects. The recipient(s) of the 2023 SDBP Research Grant will be recognized at the Annual Meeting in October and awarded grant funds in the amount determined by the committee for one year (with a possible 1 year no-cost extension). The specifics of the application process for this program are as follows:

1. Eligibility Requirements

a. APPLICANT REQUIREMENTS:

- Applicants must have a doctoral degree (e.g., MD or PhD)
- Applicants must be NEW Investigators, defined as either: 1) faculty members who are no more than five years out from completion of all training (fellowship or post-doc); 2) clinical fellows (developmental-behavioral pediatrics and related fields); 3) post-doctoral fellows (psychology and related fields); or 4) senior residents already accepted to DBP fellowship programs (Note: other residents are NOT eligible)
- Applicants must not have any prior federal funding as a principal investigator (e.g., NIH K/R Award)
- Applicants with internal/institutional funding, philanthropic funding, and/or Young Investigator Awards from other organizations (e.g., APA) may still be eligible to apply - please contact us to determine your eligibility PRIOR to submitting a proposal if you have received such funding previously
- Applicant must be a member of SDBP, or have submitted an application for membership PRIOR to submission of this proposal
- **NEW:** *APPLICANT must attend the information webinar or review the recorded session that will be posted on the webpage.*

b. RESEARCH TRAINING MENTOR REQUIREMENTS/RESPONSIBILITIES:

- The primary research mentor must have a research background and be knowledgeable in the specific field related to the project.
- The primary mentor must be a member of the SDBP. Co-mentoring is acceptable, but the SDBP member mentor should play a substantive role in the research membership plan.
- The mentor's biographical sketch, in standard NIH format and limited to 4 pages, should include a list of the mentor's research funding and must be submitted/uploaded with the application.

2. Preference will be given to proposals in that:

- a. Address key, contemporary issues in developmental and behavioral pediatrics and reflect elements of the Society's [mission, vision, and core values](#)
- b. Demonstrate the candidate's prior research engagement (appropriate to career state and discipline) and clearly articulate how receipt of the award will facilitate the candidate's overarching career research goals

- c. Are designed to support programmatic extensions, including the development of large-scale proposals (e.g., NIH submissions)
- d. Show strong evidence of expert and dedicated mentorship in developmental and behavioral pediatric research
- e. Effectively justify the need for external funding to complete the project

3. The SDBP Research Grant will follow a two-step selection process as follows:

- a. **Initial submissions** (round 1) will include 2-page research proposals and supporting documents. Based on review of the initial submissions, full submissions will be invited for the highest-scoring projects.
- b. **Full submissions** (round 2) will include 5-page research proposals and supporting documents. Final selection will be made based on review of the full submissions.

Keep in mind that this is a career development grant- applicants and mentors should view participation in one or both stages (regardless of outcome) as an opportunity to practice their grant-writing skills, receive constructive feedback from reviewers, and improve their proposed projects.

- 4. **Initial proposals** must be received by April 11, 2024 at 5:00 PM Eastern time. Only electronic submissions will be accepted. All required components must be submitted online.

These initial proposals must include the following items:

- a. **General information** to include title of project, and name and contact information (including e-mail address) for both the principal investigator and mentor (does not count towards two-page limit in proposal description). This will be collected via electronic forms in the submission program.
- b. **Proposal description.** This can be up to two single-spaced pages in length, and should use Arial font, size no smaller than 11, with 1" margins. The proposal should provide an overview of the project including the specific aims of the project, background and significance, research methods and timeline.
- c. **References/Citations** - not more than one single-spaced page in length (does not count towards two-page limit in proposal description).
- d. **Budget and budget justification** (does not count towards two page limit in proposal description - above). Please provide a budget of up to \$10,000. This cannot include overhead (indirect costs), salary support for principal investigator, mentors or faculty (research assistant salary is allowable), or equipment for long term use (with the exception of a computer, for which a maximum of \$1000 can be budgeted, if justification supports project-related needs). The \$10,000 maximum should include \$1000 for travel to the SDBP Annual Meeting. Also note that this award can be used in part for educational needs of the PI related to this proposal, (e.g., coursework directly connected to the project's aims), though this is not intended to be a primary focus of the award.
- e. **Biographical sketches for investigator and primary mentor** using the standard NIH biosketch form (does not count towards two-page limit in proposal description). Instructions and a sample can be found at the following site:

[NIH Biosketch](#) format pages and instructions and [FAQs](#)
[NIH Other Support](#) format pages and [FAQs](#)

Note: The NIH biosketch now includes a Personal Statement. The PI's statement must describe how the proposal relates to and will help to facilitate her/his research career path. The page limit for each biosketch is 4 pages.

- f. **Letter of support from the primary mentor** (does not count towards two-page limit in proposal description). This letter should describe the mentor's research experience and skills in relation to this proposal. The letter should also describe the responsibilities of the mentor in supervising the investigator for this proposal.

The mentor's letter of support should explicitly answer the following questions:

- How was the topic selected by the applicant?
- How does the proposed project fit into the applicant's career plans?
- What components of the proposed study will the applicant perform directly?
- What is the applicant expected to learn from conducting the proposed research?
- Is the proposed project feasible to complete during the grant period?
- What exactly is the mentor committed to do to ensure that the applicant increases his or her research skills and successfully conducts the project?

g. **Letter of support from the chairperson/division/program director** articulating support and institutional commitment (if this leader is the same individual as the mentor, the following information can be included in the mentor letter). In the support letter, the chairperson/division/program director must state the time available for the applicant to conduct the research project. The chairperson/division/program director must also verify that funds will only be used for direct research expenses

A review panel convened by the SDBP Research Committee will review the initial submission and identify those that warrant further elaboration. All applicants will be notified in May and provided with specific feedback regarding their proposal. The deadline for the full proposal will be July 26, 2023.

5. **Full proposals** will include the same components as the initial proposal as described above, but will include a longer and more detailed proposal description with refinements utilizing feedback provided for the initial proposal:
 - a. General Information
 - b. Proposal description (5 single-spaced pages)
 - c. References
 - d. Budget and budget justification
 - e. Biographical sketches, including personal statement (investigator and primary mentor)
 - f. Letter of support from primary mentor
 - g. Letter of support from chairperson/division/program director

As with the initial proposal, please use 1" margins and Arial font, size no smaller than 11. The page limit for the full proposal description (b) is 5 single-spaced pages. As above, the page limit for the biosketch is 4 pages. There are no page limits for the other sections (a, c, d, and f). We will not accept appendices - any information that you might consider for appendices must be integrated within the project description.

6. A second review panel convened by the SDBP Research Committee will review and score the full proposals. The awardee will be notified prior to the Annual Meeting and then announced at the SDBP Annual Meeting.
7. Review criteria for full proposals include: importance of the proposal for the field of developmental-behavioral pediatrics, likelihood of project success, strength of applicant/proposed career path (in context of current career stage and discipline), commitment and quality of mentorship, and overall quality of the submission.
8. Awardees are required to submit abstracts to the SDBP Annual Meeting and to submit findings to the SDBP journal, Journal of Developmental and Behavioral Pediatrics, for possible publication.
9. Awardees are required to submit a progress report of the funded project to the SDBP every six months and upon completion of the project.
10. **Please Note** - Incomplete submissions and proposals that exceed page limits will not be forwarded to the review team.

INSTRUCTIONS FOR USING THE SUBMISSION PROGRAM:

- The Status Box on the top of the page will indicate the progress of your nomination.
- You can leave the site and return at any time until the submission date of **April 11, 2024, 5:00pm Eastern Time**.
- Please be sure to complete the nomination form and upload all necessary documents.

If you have any other questions, after reading the instructions in full, please send an email to Janice Wilkins (janice@sdbp.org)

IMPORTANT DATES:

March 1 - Grant webinar/Q&A recorded live; recording to be posted afterwards

April 11 - Submissions deadline for Initial Proposals

Late May - Notifications go out to Round 1 applicants

June 20 - Submission deadline for full proposals

Late July - Notifications go out to Round 2 applicants

September - Award winner(s) announced at the SDBP Annual Meeting (Members Meeting)

ADDITIONAL NOTES:

1. Notify the SDBP of any address change.

2. **Important:** Submit your proposal to your Institutional Review Board (IRB) as soon as possible.

No funds will be awarded until you have submitted written documentation of IRB approval. Please note that grants may be used only for the approved study under the supervision of the approved mentor; a request to change study topic or mentor must be approved by the SDBP and will be allowed only under special circumstances. If the approved project cannot be conducted or completed, the institution is expected to return all unspent funds to the SDBP.