

CAREER AWARDS FOR MEDICAL SCIENTISTS (CAMS)

Application deadline:

October 1, 2018

BURROUGHS
WELLCOME
FUND 

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KEY DATES

Grant application portal available	June 1, 2018
Grant application due	October 1, 2018, 4:00 pm (Eastern)
Finalists notified by	January 25, 2019
Finalist in-person interviews	March 27-28, 2019
Notice of award	May 17, 2019
Award start date	September 1, 2019
Award end date	August 31, 2024

PROGRAM BACKGROUND

The Burroughs Wellcome Fund is committed to fostering the development of the next generation of biomedical scientists and is committed to supporting degree-granting institutions to achieve this goal. The career development of young scientists has been a major funding theme at BWF and various programs have provided major support to promising young scientists to help them make the transition from late postdoctoral training to early faculty service.

The Career Awards for Medical Scientists (CAMS) was introduced in 2007 to specifically address the declining participation of physicians engaged in academic biomedical research. The CAMS award provides support to facilitate the transition from mentored position to independence for the early career physician scientist. The program is ideal for the physician scientist considering an academic career.

Career Awards for Medical Scientists (CAMS)

CAMS is a highly competitive program that provides \$700,000 in support over five years for physician scientists (M.D., D.O., D.V.M., D.D.S.), who are committed to an academic career, to bridge postdoctoral/fellowship training and the early years of faculty service.

Proposals must be in the area of basic biomedical, disease-oriented, or translational research. Proposals in health services research or involving large-scale clinical trials are not eligible. BWF anticipates making up to 14 awards including up to two awards to clinically trained psychiatrists who focus their research at the interface between psychiatry and neuroscience.

2019 Program Cycle

CAMS has moved from an institutional nomination to a self-nomination process. There is no longer a limit on the number of applicants from any institution. Citizenship requirements have changed and are detailed under Eligibility Requirements. Only proposals from accredited degree-granting institutions in the U.S. or Canada will be accepted.

ELIGIBILITY REQUIREMENTS

Competitive candidates for the CAMS award will have at least two years of research experience, be two years away from becoming an independent investigator, be a first author on at least one publication in a high impact top-tier journal, and have a significant publication record.

Applications must be approved and signed by an official responsible for sponsored programs (generally from the grants office, office of research, or office of sponsored programs) at the *degree-granting institution*. Candidates should contact one of these offices for an authorized signature before submitting the grant application. The following eligibility requirements must be adhered to and will be strictly enforced:

- Candidates must hold an M.D., D.D.S., D.V.M., or D.O. degree.
- Candidates must not be more than 13 years past their *clinical* doctorate degree. To meet this requirement, applicants must have received their clinical doctorate degree on or after January 1, 2005.
- Candidates may hold a junior faculty appointment (Lecturer, Instructor, Assistant Professor-non-tenure track, etc.). However, candidates with tenure track appointments are not eligible.
- Candidates that have non-tenure track faculty appointments with institutional start-up funds or hold an NIH R01 are not eligible.
- Candidates must submit proposals through accredited, degree-granting institutions in the U.S. or Canada. Candidates must obtain approval and signature by an authorized official at the degree-granting university in the U.S. or Canada.
- An authorized official at the degree-granting institution must verify candidate's immigration status as part of the application.
- The primary mentor or faculty sponsor of a candidate must hold an appointment at the same accredited, degree-granting institution in the U.S. or Canada as the applicant.
- Citizens and non-citizen permanent and temporary residents of the U.S. and Canada who are legally qualified to work in the U.S. or Canada are eligible.
- Candidates who are temporary U.S. residents must hold a valid U.S. visa (J-1, H1B, F-1 or O-1 visas).
- Temporary Canadian residents must hold a valid Canadian visa (Study Permit, C-43, C-44, C-10, or C-20 work permits/visas).
- As a candidate, your visa status must allow you to remain in the U.S. or Canada during the award period of the CAMS grant. If a grant is awarded and your visa does not allow for such a stay, BWF may terminate the grant. BWF will not intercede on behalf of non-citizens whose stay in the U.S. or Canada falls out of visa compliance.

IMPORTANT NOTES

- Proposals must be in the area of basic biomedical, disease-oriented, or translational research. Proposals in health services research or involving large-scale clinical trials will not be considered.
- Candidates with a clinical degree not awarded in the U.S. or Canada must be fully licensed to practice in the U.S. or Canada or have completed a residency in the U.S. or Canada.
- Candidates must be committed to a full-time career in research as an independent investigator at a North American degree-granting institution.
- Award recipients are required to devote at least 75% of their time to research-related activities.
- BWF strongly encourages applications from women and underrepresented minorities, including Blacks or African Americans, Hispanics or Latinos, Native Americans, Alaskan Natives, or Native Hawaiians.
- Applicants are allowed to hold a National Institutes of Health K series award (except K99/R00) or other career development awards as long as there is no conflict with meeting the terms of BWF's award.
- NIH candidates who intend to continue their postdoctoral/fellowship training at the NIH are allowed to apply to CAMS, but such awardees must move to a degree-granting institution in the U.S. or Canada to assume a faculty position. The NIH will support these awardees during the postdoctoral/fellowship years, and BWF will support them for the first three years of their faculty appointment. Their total award will be \$510,000. Postdoctoral fellows at the NIH should contact its Office of Intramural Research for more information.
- The CAMS award can only be made to accredited degree-granting institutions in the U.S. or Canada. An Internal Revenue Service determination letter of the institution's non-profit status may be requested by BWF staff if said letter is not on file in our database.

SELECTION PROCESS

The [CAMS Advisory Committee](#) will review proposals, interview finalists, and make recommendations for approval to BWF's [Board of Directors](#).

See Key Dates on Page 3 for important grant deadline dates.

BWF does not provide critiques or written comments of unfunded proposals.

TERMS OF GRANT/ USE OF FUNDS

Indirect costs may not be charged against BWF grants.

Awards are made to degree-granting institutions in the U.S. or Canada on behalf of the awardees. The institutions are responsible for disbursing the funds and for maintaining adequate supporting records and receipts of expenditures.

Award recipients are required to devote at least 75 percent of their overall time to research-related activities. There is no explicit minimum percent effort that must be dedicated to the CAMS award.

Awardees must provide BWF with an annual progress report detailing scientific progress. Institutions must provide an annual financial report. Both reports must be submitted (on forms that will be provided) by November 1 of each award year. Continued funding will depend on both the timely submission of these reports and their favorable review by BWF and its program advisory committee.

Award recipients may obtain funds from other sources for research in the same or similar areas as that conducted under these grants, so long as there is no conflict with meeting the terms of BWF's award. Award recipients may not hold concurrent BWF awards or NIH K99/R00 awards.

The support allocated for research is under the control of the awardee and may be used flexibly for items such as equipment, consumable supplies, travel to scientific meetings, and laboratory personnel working with the awardee. Prior approval by BWF is required when, within an award year, purchases of equipment exceed \$20,000 or travel costs exceed \$8,000.

During the award period, unused research funds may be carried over to the succeeding year. Unused funds greater than \$500 held by institutions when awards expire or are terminated must be returned to BWF. Awardees may receive a no-cost extension up to the time they are reviewed for tenure; requests explaining why an extension is needed must be submitted in writing at least four months prior to the end of the award.

For grant recipients in the U.S., the administrative fee is intended to cover the cost of medical insurance and other benefits, such as retirement. For awardees in Canada, the administrative fee is to be used as a contribution to the employer's benefit plan.

BWF acknowledges that many postdoctoral/clinical fellows will move to new institutions to begin their independent research careers; therefore, this award is "portable." Awards may be transferred only with written approval of BWF. Requests must be received at least four months prior to any move, and approval will be based on whether the move will enhance the awardee's scientific growth and career development and whether the hiring institution demonstrates adequate commitment to the award recipient's career. Awardees who change institutions may take with them any equipment or supplies purchased under the award, as well as the balance of any unused award funds.

BWF prefers that awardees not move from one institution to another during their three years of faculty service. Special training opportunities that require faculty-level awardees to spend up to a year away from their base institution may be considered; awardees must submit to BWF a written request that explains why the training is needed.

Scientific publications or presentations that result from these awards must acknowledge the awardee's receipt of a Burroughs Wellcome Fund Career Award for Medical Scientists. Copies of journal articles and other publications should be sent to BWF along with the annual progress report.

Awardees should follow their institutions' patent, copyright, and intellectual property policies regarding discoveries that result from research conducted under these awards. Awardees must adhere to all federal, state, and local regulations regarding the participation of human subjects, the use of animals, radioactive or hazardous materials, and recombinant DNA. BWF expects the appropriate federal, state, and local guidelines with regard to scientific misconduct are in place and enforced at all institutions with which BWF awardees are affiliated.

Awardees should share scientific findings in a timely manner via the standard means of scientific communication, including publications and/or presentations in scientific forums. BWF will not retain any rights to published results or patents that result from the research.

APPLICATION PROCESS OVERVIEW

Application Process

1. Eligibility Quiz. All applicants will be required to complete a web-based questionnaire assessing their eligibility to apply for this award. If eligibility criteria are met, applicants will be automatically directed to the web-based grant application.

2. Proposal Application. A proposal consists of data entry fields submitted through the online Internet Grant Application Module (IGAM) plus a single PDF attachment and four (4) confidential letters of support. Applications are due **October 1, 2018 by 4:00 pm (Eastern)**.

Proposal Elements (required except where noted):

- Cover Page (template provided)
- Scientific and Lay Abstract (templates provided)
- NIH Biosketch (5-page limit)
- Research Plan (6-page limit)
- Submitted Manuscripts (optional; 3 maximum)
- Bibliography (optional)
- Personal Statement (template provided)
- Confidential Faculty Sponsor or Mentor Letter
- Three Additional Confidential Letters of Support
- Signature Page form (template provided)
- Institutional Certification form (template provided)

3. Confidential Letters of Support. A total of four confidential letters are required: one faculty sponsor or mentor letter and three additional letters of support are required and must be uploaded to applicant's application.

All communications, including the invitation to interview and declinations, will be made through email.

BWF does not provide critiques or written comments of unfunded proposals.

How to Submit an Online Proposal Application

First complete the eligibility quiz to determine if you are eligible to apply. If applicant meets the eligibility criteria, they will be allowed to access the application form.

To begin a proposal submission on or after June 1st use this link: [proposal](#)

To return to a proposal already in progress you must use this link: [saved proposal](#)

It is recommended that applicant bookmark this page to return to a proposal in progress. Using the first link of the two immediately above will return you to the eligibility quiz.

Proposal Elements

A complete proposal consists of fields submitted through the online IGAM application plus a single PDF attachment and four confidential letters uploaded by applicant's supporters. The detailed components of the complete proposal are shown below. Note that it is the responsibility of the applicant to ensure that the confidential letters are submitted by the deadline due date. An application will not be considered complete without all four confidential letters.

Online application form – available through IGAM (see links above)

- Applicant Information
- Applicant Demographics
- Institutional Information (degree-granting only)
- Signing Official Information (degree-granting only)
- Proposal Information

[Download Forms and Templates](#)

Single PDF Attachment:

Prepare in advance the following required documents. Combine and order the supporting materials and upload into one (1) PDF file. Name the file using this format only: Last Name, First Name – CAMS 2019

A. Cover Page

Using the template provided, enter the requested information and complete entire form.

B. Scientific Abstract (one page)

Using the template provided, describe the proposed work, including specific aims that is understandable to a multidisciplinary group of scientific reviewers. Use 11- or 12-point font for the text.

C. Lay Abstract (one page)

Using the template provided, describe a general audience summary. Develop a well articulated summary that the general public can understand. Use 11- or 12-point font for the text.

D. Candidate's Biosketch (five-page limit)

Provide the current NIH biographical sketch. A five page CV may be substituted for applicants at Canadian degree-granting institutions.

E. Research Plan Form (six pages including figures, tables, graphs, and images)

There is no set template for the research plan. Applicants may use an NIH-style format to include background, methods, preliminary results, etc. Your proposal should be a complete, cohesive, and coherent scientific document that is easy to read and tells a story. Your research plan may also describe:

- Specific aims/background.
- Scope and significance of your postdoctoral research.
- Work you plan for the faculty years.
- Career objectives, including how the award will help you achieve these objectives.

Use a standard 11- or 12-point font for the text,

and no smaller than a 9- to 10-point font for figures, legends, and tables. The font size requirement for the text will be strictly enforced. Text must be single-spaces, with one-inch or larger margins on all sides. Number the pages of the research plan.

F. Submitted Manuscripts (optional)

Provide up to three manuscripts that have been submitted for publication that demonstrates the candidate's capabilities and relevant research accomplishments. Published papers may be cited in the optional bibliography. Manuscripts in preparation may not be submitted. These documents must be included in the single PDF attachment. BWF is no longer accepting published papers as an attachment to your proposal.

G. Bibliography (optional)

Provide a list of literature references directly relevant to the research plan. Published papers may be cited in this section. The bibliography is not included in the six-page limit for the research plan.

H. Personal Statement (one page)

Using the template provided, describe your activities and interests outside of science to give the CAMS Advisory Committee a sense of your individuality beyond your scientific accomplishments.

I. Signature Page Form

Using the template provided, complete the form including signature of the applicant.

J. Institutional Certification Form (template provided)

Using the template provided, complete the form including signature of an authorized signing official of the degree-granting institution.

Submission Process

Upload the combined file of supporting documents as one attachment on the Attachments” tab of the online application. Click the “Review Your Application” on the Attachments tab to see if any errors are identified in your application. All information and required attachments must be provided before the “SUBMIT” button is available. Click the “SUBMIT” button to transmit the application. An automated message will confirm that the application was successfully submitted.

Confidential Recommendation Letter from Faculty Sponsor or Mentor (required)

- The letter must be converted to PDF and uploaded to your application by your faculty sponsor by the grant deadline.
 - * A letter of support must come from the faculty sponsor or primary mentor under whom the candidate will work during the mentored portion of the award and should describe the candidate’s qualifications and potential for contributing to medical science, highlighting specific skills or expertise. The letter should also describe the research environment in which the candidate will work, the number of graduate students and fellows in the sponsor’s laboratory, and the supporting services to be provided by the institution, including health care benefits. This letter is confidential and must not be viewed by the candidate.

Three additional confidential Letters of Support (required):

Letters from three additional individuals who are familiar with the candidate’s qualifications must be attached to the application. These letters are to remain confidential and are not to be reviewed by the candidate. For this reason, recommenders must upload their own letters, as PDF files, directly into the candidate’s online application before the 4:00 p.m., October 1, 2018 deadline (Eastern Time).

Applicant instructions to obtain confidential letters:

1. Send separate emails to your faculty sponsor and three recommenders from within the online system (Recommender tab) requesting this letter.
2. Enter the recommender’s name and email address in the appropriate fields.
3. Check or uncheck the Send Email box accordingly. It is highly recommended that you notify your recommenders to expect the email.
4. Click the Send button.
5. The email will contain a link that the recommender must use to log into the system and upload his/her letter to your application.
6. The link is specific and unique to your application and the letter writer.
7. Once the letter has been uploaded by your recommender, it will be displayed as an uploaded file on the “Attachments” tab in the applicant’s online application.
8. Letters are confidential and should not be viewed by the applicant. You will only be able to see that the letter has or has not been uploaded to your application.

Note: Recommendation letters sent separately or after the application due date will not be accepted.

Recommender instructions to submit confidential letter:

- Complete your letter offline using any standard word processing software.
- Convert the document to a PDF file. Save the letter as a .pdf file on your system.
- Return to the applicant’s email request and click on the web link embedded in the email request which will take you to a log-in page on BWF’s grant application system. Log in using the same email address at which you received the request from the applicant. Retain this log-in information in the event you wish to “reload” a revised letter at a later date.
- Select the Title: “Letters of Recommendation” from the drop down list provided on the page.
- “Browse” to select the letter from your system which will populate the “File Name” field.
- Click the “Upload” button.
- Click the “Finished” button.
- View the acknowledgment thanking you for your submission.
- If you have problems with the email link, copy and paste the entire link into your web browser. Be certain you are entering the correct email address to log in to the site.

- Once your letter has been uploaded, the applicant will be able to see whether or not your letter has been submitted, but cannot view the content of the letter.
- An application CANNOT BE SUBMITTED until the recommendation letters have been uploaded and attached to the application by the grant deadline.

If you would like to upload a revised letter:

- Retrieve the initial email and web link originally provided to you by the applicant.
- Using your same email address, log in and access the “Recommender” page.
- Check the “Remove” box next to the html link for the initial letter.
- Click the “Remove” button.”
- “Browse” for the revised letter (.pdf file) on your system.
- Click “Upload.”
- Click the “Finished” button.
- View the acknowledgment that the letter has been submitted.

Note to Applicants:

Proposals will not be accepted after 4 p.m. Eastern Time on October 1, 2018. The online application system shuts down automatically at the deadline and the SUBMIT button will no longer be available. Plan to submit your application well in advance of the grant deadline to allow adequate time to troubleshoot any issues. NO EXCEPTIONS OR EXTENSIONS WILL BE GRANTED.

It is the responsibility of the applicant to ensure that the confidential faculty sponsor and three additional letters of support have been uploaded to their application and submitted by the deadline. Late submissions will not be accepted.

After the deadline, applicants with incomplete proposals and those not adhering to instructions will be disqualified without prior notice.

Only grant proposals submitted through BWF online application website IGAM will be accepted.

Questions?

Please review our online [Frequently Asked Questions](#) first. Eligibility inquiries should be directed in advance to BWF program staff by contacting:

Rolly L. Simpson, Jr., Senior Program Officer
Eligibility and Competitiveness Discussion
rsimpson@bwfund.org, 919-991-5110

Debra J. Holmes, Senior Program Associate
dholmes@bwfund.org, 919-991-5134

Kendra Tucker, Senior Programs Assistant
ktucker@bwfund.org, 919-991-5115

The CAMS award (\$700,000) is a five year program consisting of two parts: the postdoctoral portion and the faculty portion. All recipients will receive the full grant amount over a minimum of five years (except NIH candidates receive a total of \$510,000).

The Postdoctoral/Fellowship Portion of the Award

The maximum support under the postdoctoral fellowship portion of the award is two years. Candidates that hold an academic title of Fellow, Lecturer, Instructor or non-tenure Assistant Professor, will be supported at the postdoctoral/fellowship level in one or two years as follows:

Year 1:

Salary and Research:	\$85,500
Administrative Fee:	\$9,500
Annual Total:	\$95,000

Year 2:

Salary and Research:	\$85,500
Administrative Fee:	\$9,500
Annual Total:	\$95,000

- Allows the awardee to use up to \$95,000 per year.
- Allows maximum salary support of \$65,000 per year.
- Requires that any equipment purchased by the award recipient be transferable to the institution providing the faculty appointment.
- Allows the unpaid balance of the postdoctoral portion of the award to be added to the faculty portion of the award if an award recipient moves to a faculty position in less than two years.

The Faculty Portion of the Award

Prior to activating the faculty portion of the CAMS award, recipients must submit their faculty offer letter to BWF staff for approval. The award provides the following levels of support during the faculty portion of the grant:

Year 3:

Salary and Research: \$153,000
Administrative Fee: \$17,000
Annual Total: \$170,000

Year 4:

Salary and Research: \$153,000
Administrative Fee: \$17,000
Annual Total: \$170,000

Year 5:

Salary and Research: \$153,000
Administrative Fee: \$17,000
Annual Total: \$170,000

- Will be \$700,000 minus the portion used (if any) during the postdoctoral/fellowship years.
- Allows the awardee maximum salary support of \$150,000 per year. The balance is to be used for research expenses.
- Normally will be three years plus the unused postdoctoral/fellowship portion of the award.
- Allows awardees demonstrating adequate progress to be granted no-cost extensions through tenure.

Salary and Fringe Benefits

- If an institution's salary scale for the position is higher than the salary amounts provided by the award, then the institution must supplement the awardee's salary.
- Institutions are expected to make a contribution to the awardee's salary to maximize the amount that can be used for research expenses.
- BWF will pay an administrative fee of 10 percent to the institution to cover the awardee's fringe benefits, such as health insurance and retirement. The institution is expected to cover the remainder of these costs as an indication of support for the awardee.
- Institutions that pay for fringe benefits from their own funds may keep the fee as reimbursement for administering the grant or reallocate the fee to the awardee's research expenses.
- The balance of the award is to be used to cover research expenses, at the discretion of the award recipient. These funds may be used flexibly for items such as equipment, consumable supplies, travel to scientific meetings, or laboratory personnel.

Faculty Appointments

- When an awardee moves to a tenure-track faculty position, any remaining balance of the postdoctoral/fellowship portion of the award will be transferred to the faculty institution and added to the faculty portion of the award.
- BWF requires institutions to make a monetary commitment to an awardee's career before the awardee begins the faculty portion of the award.
- BWF requires tenure-track appointments, accompanied by salary support or support for starting a laboratory, or both.
- BWF reserves the right to terminate the faculty portion of the award if the institutional commitment is deemed inadequate.
- All faculty appointments must be approved by BWF.
- Awardees must begin the faculty portion of the award no later than five years from the award date.