

Checklist for Successful Applications for Career Development Awards

(K99, K25, K22)

Candidate

Appropriate career stage
Super publication productivity in high impact journals – no reviews!
Strong letters of reference – supportive, enthusiastic, personalized
Eligible – citizenship, # yrs postdoct research

CDP:

K99 Phase 1 and R00 phase 2 -- carefully described and justified transition to independence
(Lab based training, didactic training, presentation at meetings, seminars, journal clubs, grand rounds, translational components, advisory committee, include a career mentor as well as science in advisory committee, grant writing courses)

Mentor:

Experienced and well funded mentor
Complementary co-mentors, collaborators
Clear statement that applicant can take project into independence.
Should review application prior to submission

Research plan:

Carefully considered Ho (mechanistic vs descriptive) and specific aims
Good preliminary data, clarify lab vs candidate's involvement in prelim data
Distinct from mentor's research program
Follows logically from current research base
Appropriate consideration of statistical issues
Discuss pitfalls and alternate approaches
Human Subjects – discuss exempt # 4 vs No human subjects

Environment/institutional commitment

Strong statement of institutional commitment
Supportive of 75% time and your career development
Specific permission to use equipment, labs, etc

Application preparation:

Use CDA Table of Contents, electronic submission
Address CDA review guidelines
Check grammar/spelling
Figures and tables clearly labeled and legible
Careful response to prior review
Update biosketches, research support

Training in Responsible Conduct of Research: NIH Guide Notice NOT-OD-10-019 *Update on the Requirement for Instruction in the Responsible Conduct of Research.*

1. Format: Needs to be face-to-face instruction whether coursework or workshops.
2. Subject Matter: There needs to be a listing of the course subjects listed in the NIH Guide notice.
3. Faculty Participation: Names of course faculty need to be provided. The role of the K99 mentor in instruction must be described.
4. Duration of Instruction: Needs to be 8 hrs at least.
5. Frequency of Instruction: Needs to be required at least once during the postdoctoral period (or at least every 4 years). Information about instruction that has already occurred (including date instruction was last completed and information about the 5 instruction components) should also be provided.