

## REQUEST FOR APPLICATIONS (RFA)

# MSCRF Post-Doctoral Fellowship Program

### INTRODUCTION:

Stem cell research offers extraordinary promise for new medical therapies and a better understanding of debilitating human diseases, injuries and conditions. The development of new medical strategies for the prevention, diagnosis, treatment and cure of human diseases, injuries and conditions through human stem cell research is a high priority for the State of Maryland.

### FUNDING OBJECTIVES

This Request for Applications, is soliciting Applications for **Post-Doctoral Fellowship Grants**. These Grants are for post-doctoral fellows who wish to conduct basic, translational, commercial and/or clinical research involving human stem cells.

The MSCRF supports Projects involving human stem cells of all types, as defined in the Stem Cell Act.

All State-funded stem cell research must be conducted in Maryland. Applicants must commit to make the results of their MSCRF-funded research readily available to others, through publications (preferably), public presentations or other accessible means.

The purpose of this RFA is to fulfill the provisions of the Stem Cell Act by providing State funds to train the next generation of human stem cell researchers and expand the biotechnology community in Maryland. There is currently a need for more investment in basic, translational, commercial and clinical research to pursue the potential of stem cell therapies.

### ELIGIBILITY INFORMATION

Exceptional post-doctoral fellows who wish to conduct research in Maryland and have institutional or company support are eligible to apply for this Award. The Applicant and all other MSCRF-funded personnel must be employed or retained by an eligible [Maryland-based organization](#) while conducting this work. Such affiliations may be permanent or temporary, full-time or part-time. Maryland-based organizations of all types may serve as Post-Doctoral training locations. Such locations include public and private for-profit and not-for-profit organizations (e.g., universities, colleges, research institutes, companies and medical centers).

Organizations based outside the State of Maryland are not eligible for funding. However, collaborations with non-Maryland based organizations or persons may be allowable if the Applicant can demonstrate that none of the MSCRF funding will be used to support work performed outside of Maryland.

The Applicant (post-doc fellow) is the Principal Investigator ("PI"), and the Mentor of the Applicant will have responsibilities under the Grant Agreement. Letters of support from the Applicant's Mentor and sponsoring institution, company, or organization are mandatory. Individuals from underrepresented minorities and individuals with disabilities are encouraged to apply.

### **AWARD SIZE, DURATION & TERMS**

Each Fellowship Award will provide up to \$65,000 dollars per year, for up to two years, and will include all direct, and fringe benefit costs.

## **APPLICATION AND SUBMISSION INFORMATION**

### **CONTENT & FORMAT OF APPLICATION**

All Sections of the Application must be submitted through the [TEDCO on line submission system](#). The document must be formatted using point size 12 Arial font, with margins no smaller than one-half (0.5) inch on all sides. Uploaded file must be limited to 5 (five) megabytes (MB).

The Application must include the following Sections:

#### **A. Application Information**

- Applicant's **Biosketch**, not to exceed four (4) pages in any format.
- Two (2) **Letters of Recommendation** from individuals other than the Mentor, to be incorporated electronically to the application by the Applicant describing the qualifications, commitment and potential of the Applicant in the field of stem cell research.

#### **B. Mentor and training program**, to be completed by the Mentor

- Mentor's Biosketch, not to exceed four (4) pages
- Proposed Training Program and training Environment, not to exceed two (2) pages
- List of up to five (5) previous Trainees, their current employment and any involvement in stem cell research
- Evaluation of the Applicant and his/her potential to conduct stem cell research, not to exceed one (1) page. This section covers the Mentor's recommendation for the applicant.
- Letter of institutional/organizational support. A separate recommendation letter from the mentor is not required.

#### **C. Proposed Project Description** - The Project description should be organized to include only sections on Significance, Innovation, Approach, Translational Potential and Bioethics.

- **Project Summaries** - **Limited to one (1) page each** Project Summary describing the proposed research and its potential contribution toward the goals of the MSCRF and this RFA, as set forth in this document.
- **Research Plan** - **Limited to four (4) pages, including all tables, figures and charts** A description of the Research Strategy and Design, Data in support of the Proposal, Significance, Specific Aims, Rationale, Approach and Innovation.
- **Translational Potential and/or Plan** - **Limited to one half page not included in the page count** An explanation of (i) the relationship between the proposed research and the etiology, prevention, diagnosis or treatment of human diseases or conditions; (ii) how clinical practice and treatment of human diseases or conditions will be advanced by the proposed research; (iii) how the proposed research may contribute to new medical therapies or test new therapies in human patients; and/or (iv) how the proposed

research will translate prior research results into new medical therapies or test new therapies in human patients, and the projected time line for accomplishing such clinical application(s).

- **Bioethics - Limited to one half page not included in the page count** A description of the ethical issues relevant to the proposed research and how these issues will be addressed, including, but not limited to, a discussion of the ethical issues related to the cell type(s) and cell line(s) to be used; animal welfare (i.e., IACUC); IRB review and related concerns regarding human subjects, if applicable; and Stem Cell Research Oversight Committee review (required of all Projects that involve human embryonic stem cells). If new cell line(s) will be created, the Application must explain how the biological materials used to create them will be obtained and how subjects will be consented. Applicants should refer to existing human stem cell research ethics guidelines and the Maryland Stem Cell Research Act.

No budget justification is required for postdoctoral fellowship applications.

### **SOURCE FOR APPLICATION INFORMATION**

Application information will be available electronically on the MSCRF Web site (see [www.mscref.org](http://www.mscref.org) ).

### **SUBMISSION DEADLINES & REVIEW DATES**

**Application Submission Deadline:** January 17, 2019, by 5:00 p.m.

**Peer Review Date(s):** March 2019

**Commission Review Date(s):** May 2019

**Earliest Anticipated Start Date:** June 2019

The Grant Application must be submitted electronically by January 17, 2019, no later than 5p.m., using the [TEDCO on line submission system](#).

Fellowship instructions are posted on the MSCRF Web site. Do not wait until the last day to become familiar with the [TEDCO on line submission system](#).

One signed paper copy of the Fellowship Grant Application must be submitted to the Maryland Stem Cell Research Fund by mail (see address below). Deliveries in person will not be accepted.

**Maryland Stem Cell Research Fund**

**Maryland TEDCO**

**7021 Columbia Gateway Drive, Suite 200**

**Columbia, Maryland 21046**

All electronic submissions must be received by their respective due dates. The paper copy of the Application must be postmarked no later than the submission deadline, **January 21, 2019**.

## REVIEW INFORMATION

The Scientific Review Committee will use a scoring system of 1-9 to rank each of the following criteria and the overall impact/priority of the Application. In this scoring system, “1” indicates the highest impact/priority and “9” indicates the lowest impact/priority.

- The Applicant’s qualifications and potential to conduct stem cell research
- The Mentor and the training record and qualifications
- The potential of the proposed Project to train the Applicant
- The training environment
- The scientific merit of the proposed training Project

### **Collaboration between For-profit and Not-for-profit Organizations:**

The Commission strongly encourages research collaborations between for-profit and not-for-profit organizations in Maryland, and will give preference to scientifically meritorious Applications that include such collaborations (e.g. training of for-profit employees in an academic institution, or training of academic personnel in a for-profit company, or collaborative research Projects).

## AWARD ADMINISTRATION INFORMATION

### **NOTIFICATION**

The Commission will review the scientifically scored Applications and make its funding recommendations to the TEDCO Board, which will make the final funding decisions. After the TEDCO Board has made its determinations, and formal notification, in the form of a Notice of Award (NOA), will be sent via email to each successful Applicant.

No Applicant should assume receipt of funding for a Project until a Grant Agreement has been signed by the Applicant's sponsoring institution, company or organization and TEDCO. A template for the MSCRF Grant Agreement will be posted on the TEDCO Web site before the Awards are announced (see [www.MSCRF.org](http://www.MSCRF.org) ).

### **POST AWARD REPORTING**

- Annual Progress Reports & Funding Request Letters** PIs must file Annual Progress Reports describing the research conducted, and the interim and/or final results of that research, at the end of the funding period. Financial reporting relevant to the MSCRF-funded Project shall be specified in the Grant Agreement executed between TEDCO and the Company. The format, content and length of the Annual Progress Report and Letter of Request also shall be specified in the Grant Agreement. Such Progress Reports and request letters must be submitted to the MSCRF electronically, no later than thirty (30) days after the end of the annual period covered in the report. The MSCRF will review all Annual Reports and evaluate the progress that has been made relative to the plans, timetables and budgets proposed in the respective Applications before additional funding for the is approved.
- Annual Symposium Presentations** The MSCRF will conduct an in-State Annual Symposium to report to the scientific community and the public the progress of the MSCRF program. All PIs must present, orally or in poster format, their on-going or completed MSCRF-funded research at each Annual Symposium, during and immediately following their Grant period.
- Final Report** Within forty-five (45) days after the end of the Grant period, PIs must file their Final Reports, describing the research conducted and the results of this research. This Final Report shall include explanations and justifications for any proposed studies that were substantially

changed or not completed. The Final Report must also describe the impact, significance, and clinical potential / applicability of the research results. The details concerning the format, content and length of the Annual Progress Report shall be specified in the Grant Agreement executed between TEDCO and the Company.

- D. Publications, Patents & Subsequent Non-MSCRF Funding** During the funding period and after it has ended, Awardees must continue to notify the Director of the MSCRF of any clinical application(s), publication(s), patent(s) and/or non-MSCRF funding and/or income (licensing fees, royalties, etc.) that result(s) in whole or in part from MSCRF-funded research and/or its commercialization. Such metrics demonstrate the success of the MSCRF Program and support the Commission's appeal for continued funding. To facilitate future communication, the PI and the Awardee shall ensure that their contact information is kept up to date.

#### **COMPLIANCE**

A Company and/or PI not in compliance with the reporting obligations under the Clinical Research Grant shall not be eligible to apply for continued or subsequent MSCRF funding.

#### **AGENCY CONTACTS**

Questions about this RFA must be submitted by email to: [mscrinfo@tedco.md](mailto:mscrinfo@tedco.md).