

JDRF Postdoctoral Fellowship Application Checklist

Applicant Information

- Has a PhD/MD/DMD/DVM or the equivalent from an accredited institution at award activation
- Has received their first degree **no more** than **5** years before the fellowship and would not be simultaneously serving an internship or residency
- Does not hold a faculty appointment
- The applicant's institution is an academic or nonprofit entity
- The Principal Investigator is devoting at least 75% of their time and effort on the project during the period of the award

Contacts

- Principal Investigator Biosketch is up to date within profile

Contact information is provided for:

- Principal Investigator
- Research Officer/Finance Officer
- Recommendation References (blind) 3 required (sponsor not allowed as a reference)
- Mentor/Sponsor
 - The Sponsor is affiliated full-time with an accredited institution and agrees to supervise the applicant's training

Application Type

- Research priority area in application
- Alternate research priority area in application
- Is the application a resubmission? Select **YES** or **NO**
 - If yes, please include Summary Statement from the previous application
 - Rebuttal Letter (*included in the research plan and does not exceed 2 pages*)
- Indicate yes/no if you agree to allow JDRF to share this application with The Leona M. and Harry B. Helmsley Charitable Trust for potential co-funding, under the JDRF confidentiality policy
- Clinical classification (if applicable)

Other Support

- Completed **only** for the Sponsor
- Indicate if any leverage

Project Descriptions/Abstracts

- All mandatory fields have been completed

Organization Assurances

- Human Subjects**
 - Use of human subject research indicated in the application? (*if applicable*)
 - Uploaded Human Subject Research Plan (*if applicable*)
- Vertebrate Animals**
 - Use of animals indicated in the application? (*if applicable*)

Proposal Research Plan

- Introduction to Revised Application (*2 pages maximum*)
- Research Plan (*7 pages maximum*)

- Future Plans (2 pages maximum)
- Training Plans (written by the Sponsor, includes list of previous trainees, 2 pages maximum)

Budget

- Followed the JDRF budget guidelines outlined in the budget document below
- The correct years of experience at the time of activation of the award is selected
- The applicant is devoting at least 75% of their effort to the project outlined in the fellowship application
- Expenses are consistent with JDRF cost principles and sufficient justification for the research allowance is provided
- No unallowable costs included in the budget

Additional Attachments

1- Biosketch(es) to be uploaded:

- Principal Investigator
- Mentor/Sponsor
- Key Personnel (if applicable)
- Other Faculty Level Investigators: Collaborators, Consultants, Subcontract Investigators, etc. (if applicable)
- Collaboration Letters Uploaded under Supporting documents (if applicable)

Upload only if applicable:

- 2 - Human Subject Research Plan (if applicable)
- 3 - Protocol Synopsis
- 4 - Resources
- 5 - Supporting Documents
- 6 - Diversity & Inclusion Resource Sheet

JDRF Postdoctoral Fellowship Budget Guidelines

- **Stipend**
 - The PI role must be justified
 - Applicants must devote 75% of their effort to the award. Salary support for additional staff is not allowed.
- **Research Allowance**
 - Postdoctoral Fellows are given a **research allowance** of \$5,500 per year. The research allowance should be justified in the Salary/Wage/Stipend/Research Allowance Justification.
 - Computer purchases of up to \$2,000 are allowable in year one only.
 - Travel may include any domestic and/or international trips by the Postdoctoral Fellow related to the project and is limited to \$2,000 USD per year.
 - Health Insurance costs are allowed.

The non-exclusive list of non-allowable costs includes:

- Lobbying
 - *JDRF grant funds may not be used for lobbying purposes of any kind.*
- Tuition and Registration Fees
- General Office Supplies/Equipment
- Administrative Assistance Costs
- Financial Analyst, Accountant Cost
- Rent
- Office Telecommunications
- Advertising Costs
- Patent Applications
- Indirect Cost for Fee for Services, Consultants, and Contractors
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For additional information please consult the JDRF Grant Center website

<http://grantcenter.jdrf.org/> and JDRF's pre and post award FAQs [http://grantcenter.jdrf.org/wp-content/uploads/2018/03/RMS360-External-FAQs-Pre Post-3.14.18.pdf](http://grantcenter.jdrf.org/wp-content/uploads/2018/03/RMS360-External-FAQs-Pre_Post-3.14.18.pdf)