

The Review Committee looks forward to receiving your proposals for the upcoming funding cycle, with Important Dates, & Funding Details, and Eligibility/Application Requirements described below.

### **Deadlines**

- Please contact [OBGYN\\_Applications@duke.edu](mailto:OBGYN_Applications@duke.edu) no later than June 9th, 2023 to assist with budget preparation, if needed.
- **All applicants must contact [OBGYN\\_Applications@duke.edu](mailto:OBGYN_Applications@duke.edu) no later than June 16, 2023 to allow review of final budget and budget justification prior to submission.**
- **Applications must be submitted to [OBGYN\\_Applications@duke.edu](mailto:OBGYN_Applications@duke.edu) by Friday, June 30, 2023 by 11.59pm EST**

### **Details**

- Award Dates – July 1, 2023 through June 30, 2024
- Eligibility requirements
  - *Fellow, Resident, PhD Candidate or Post-doctoral Associate in Duke ObGyn*
  - Primary mentors must be up-to-date with current Carter Club dues
- Budget Limits
  - Fellow, PhD Candidate, or PostDoc - \$13,043 direct costs + \$1,957 Departmental General & Administrative (G&A) costs
  - Residents - \$6,522 direct costs + \$978 Departmental G&A
- Unallowable Costs
  - Faculty Salary
  - Travel support
  - Publication fees
  - Non-salary expenses on individual items over \$2500, unless approved by Office of Research
- Required NIH grant forms – Instructions and downloadable forms can be found here: <https://grants.nih.gov/grants/funding/phs398/phs398.html>
  - Research Plan (4 page limit including Specific Aims)
  - Biosketches for PI, mentor, and other important co-investigators
  - Budget Detail Page (no modular format allowed)
  - Budget Justification (no modular format allowed)
- A statistical analysis plan along with a named statistician or appropriate faculty member must be named within your Research Plan
- Cover letter
  - Addressed to the “Charles Hammond Fund Review Committee”
  - Include title of study, PI name, faculty mentor name (if applicable)
- Letter of support from the mentor(s) and faculty member(s) describing their involvement in planning the study and intended involvement in study implementation
- Applications that do not meet all stated requirements will not be accepted for review