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.

- **Applications must be submitted to obgyngrants@duke.edu by Friday, June 1, 2018 by 5pm EST**
- Please contact OBGYN_Applications@duke.edu no later than May 11, 2018 to assist with budget preparation, if needed.
- **Award Dates – July 1, 2018 through June 30, 2019**
- **Eligibility requirements**
  - Faculty, Fellow, or Resident in Duke ObGyn
  - Faculty PIs or primary mentors must be up-to-date with current Carter Club dues
- **Budget Limits**
  - Faculty & Fellows - $8,696 direct costs + $1,304 Departmental General & Administrative (G&A) costs
  - Residents - $4,348 direct costs + $652 Departmental G&A
- **Unallowable Costs**
  - Salary or travel support
  - Publication fees
- **Required NIH grant forms – Instructions and downloadable forms can be found at [here](#)**
  - 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.

The Office of Research is available to assist with budget preparations or any questions you may have. Please contact us at OBGYN_Applications@duke.edu