



Hackensack Meridian  
School of Medicine

July 22, 2022

**Dean's Award:**

**Small Grants and Research/Scholarship Awards Program**

**Awards:**

1. Small Grants: up to \$5,000 each
2. Research/Scholarship Awards: up to \$10,000 each

**PURPOSE**

Through the *Dean's Award: Small Grants and Research/Scholarship Awards Program*, the Hackensack Meridian School of Medicine (HMSOM) makes available - to matriculated students under the mentorship of HMSOM faculty members - small grants and research/scholarship awards. The program is administered by the Office of the Dean and the Office of Research and Graduate Studies.

Support available for matriculated Hackensack Meridian School of Medicine students:

- Small grants during the second half of Phase 1 and through Phases 2 and 3
- Research/Scholarship Awards during Phase 3

**SIZE OF AWARD AND TIME PERIOD**

The size of the Small Grants **may not exceed \$5,000 each**

The size of the Research/Scholarship awards **may not exceed \$10,000 each**

**Length of Support:** All funds must be spent or encumbered within one year of award date or are subject to return

**FUNDING**

All awarded funds are to be administered by the HMSOM faculty mentor(s) serving as the Principal Investigator(s) on the project. Expenditures must be included in the approved budget.

**DEAN'S AWARD GRANTS **MAY NOT** BE USED FOR:**

- Travel
- Meeting/conference fees
- Publication fees

For such support, please complete an application through the *Dean's Award: Travel Funds Program*

## **ELIGIBILITY**

- A matriculated HMSOM student in good academic standing
- Demonstrated relevance of the project to student's Individualized Learning Plan (ILP)
- Defined leadership role on the project
- Clear description of each group member's roles in the research; interdisciplinary groups receive priority
- Secured required permissions for excused absence(s) from appropriate course/clerkship director and Office of Student Affairs and Wellbeing for any anticipated time missed
- Students are eligible for no more than one Small Grant in Phase 1 or 2, one Research/Scholarship Award in Phase 3, and one Travel Fund award throughout their enrollment at the HMSOM
- Demonstrated commitment and logistical support from HMH-employed Principal Investigators (PI)/HMSOM faculty members. PI responsibilities include, but are not limited to, administering funds, securing appropriate IRB, IACUC, and/or other related compliance/regulatory approvals, and providing access to appropriate affiliated facilities/sites to support the work proposed

## **APPLICATION REQUIREMENTS**

Applications must include:

- Cover sheet (attached below)
- 2 page proposal consisting of:
  - Project title
  - Brief background/rationale
  - Specific aims
  - Hypothesis (as appropriate)
  - Research design
  - Brief description of methodology
  - Products developed / knowledge gained to be applied towards future research
- References cited (1 page)
- Budget (1 page): a brief description of your current financial needs and attempts to establish funding from research mentor's academic department and/or other sources
- Signature page completed by the student's research mentor
- Biographical Sketch – NIH format (attached below): if applying in a group, each member must complete an individual biosketch
- Formatting: type must be a minimum of 11 point font size (standard fonts only) and one inch margins only. Submit all parts of the applications as one PDF to include: Cover Page, Proposal, Budget, Research Mentor Signature Page, and Biosketch

*Applications are accepted on a rolling basis, but must be received at least 8 weeks in advance of project start date. All expenditures are subject to HMH purchasing policies.*

**DISCLAIMER:** Applications not meeting the above criteria will NOT be considered.

### **REVIEW OF APPLICATIONS AND FUNDING CRITERIA**

Applications are reviewed by the Vice Dean of Research, the Director of Student Research and Scholarship Programs, the Office of Research and Graduate Studies administrators, and the HMSOM Research Committee. Recommendations for funding are then forwarded to the Dean for final approval.

### **AWARDS ARE COMPETITIVE – ALL APPLICATIONS MAY NOT BE FUNDED**

### **SUBMISSION**

Applications should be submitted via email as **one PDF** to ORGS@HMHN.ORG

<https://www.hmsom.org/research/student-participation-in-research-and-scholarship-activities/>

**HACKENSACK MERIDIAN SCHOOL OF MEDICINE**

**DEAN'S AWARD: SMALL GRANTS and RESEARCH/SCHOLARSHIP AWARDS PROGRAM**

**COVER PAGE**

Student(s) name:	
Student(s) email:	
Role(s) on project:	
Title of research:	
Total amount requested:	
Mentor name and email:	
Mentor signature:	
Department:	

If human subjects or materials, animal subjects, or biohazardous materials are to be used, your project supervisor must obtain, or must have obtained, approval from the appropriate Hackensack Meridian *Health* network (research compliance) committee. Final approval of any grant is contingent on evidence of such approval.

1. IRB/IACUC approval status:

Date Submitted:

Date Approved:

Other:

2. Site(s)/facilities:

At which site(s) will work be performed?

Have sufficient lab space and/or other necessary facilities been secured?

Please describe:

**HACKENSACK MERIDIAN SCHOOL OF MEDICINE**

***DEAN'S AWARD: SMALL GRANTS and RESEARCH/SCHOLARSHIP AWARDS PROGRAM***

**2 PAGE PROPOSAL**

**HACKENSACK MERIDIAN SCHOOL OF MEDICINE**

**DEAN'S AWARD: SMALL GRANTS and RESEARCH/SCHOLARSHIP AWARDS PROGRAM**

**REFERENCES**

**HACKENSACK MERIDIAN SCHOOL OF MEDICINE**

**DEAN'S AWARD: SMALL GRANTS and RESEARCH/SCHOLARSHIP AWARDS PROGRAM**

**BUDGET**



**HACKENSACK MERIDIAN SCHOOL OF MEDICINE**

**DEAN'S AWARD: SMALL GRANTS and RESEARCH/SCHOLARSHIP AWARDS PROGRAM**

**RESEARCH MENTOR SIGNATURE PAGE**

Mentor Name:	
Mentor Signature:	
Comments:	

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**BIOGRAPHICAL SKETCH**

Provide the following information for the Senior/key personnel and other significant contributors.  
Follow this format for each person. **DO NOT EXCEED FIVE PAGES.**

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NAME:

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eRA COMMONS USER NAME (credential, e.g., agency login):

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POSITION TITLE:

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EDUCATION/TRAINING (*Begin with baccalaureate or other initial professional education, such as nursing, include postdoctoral training and residency training if applicable. Add/delete rows as necessary.*)

INSTITUTION AND LOCATION	DEGREE (if applicable)	Start Date MM/YYYY	Completion Date MM/YYYY	FIELD OF STUDY

**A. Personal Statement**

**B. Positions, Scientific Appointments and Honors**

**C. Contributions to Science**