

# JANE COFFIN CHILDS

Fund for  
Medical  
Research

## APPLICATION PREVIEW- TO APPLY REGISTER IN PORTAL

Applications and letters must be submitted in the TEMELIO portal by January 31, 2025 at 12pm Eastern Standard Time (Noon). This document is for preview purposes only.

The application contains five sections: Applicant Information, Education and Training, Research Project, Letters of Reference and Signatures, and Demographics. Instructions for completing the application are provided below and within the application system. Please complete each field. Fields will autosave every 10 seconds. Once fields are complete hit "Next" to get to the next screen. You will be able to come back to this screen and make any changes. You can also leave this application and log back in to continue your work at any time.

### Applicant Information

First Name:

Last Name:

Middle Initial:

Degree conferred or in progress:

Email:

Phone Number:

Proposed Research Project Title:

Name and degree of Proposed Postdoctoral Advisor:

Proposed Postdoctoral Advisor University/Institution:

Is Postdoctoral Advisor and Investigator of the Howard Hughes Medical Institute or a Freeman Hrabowski Scholar?:

Postdoctoral Advisor's Contact:

Street:

City:

State or Province: Zip Code: Country:

Email:

Proposed Project Research Area: Primary Choice:

Project Research Area: Secondary Choice:

Are you currently a Postdoctoral Fellow in Proposed Postdoctoral Advisor's Lab?:

If yes, please enter date started in Proposed Postdoctoral Advisor's Lab - An applicant may not have more than 18 months of postdoctoral research experience as of January 31, 2025. (ie must not have started postdoctoral research before July 30, 2023.):

If no, please enter date that you expect to start in Proposed Postdoctoral Advisor's Lab:

If not in Proposed Postdoctoral Advisor's Lab, enter current University or organization Name:

If not in Proposed Postdoctoral Advisor's Lab, enter current position title:

Please reflect on how you selected your research project subject and what about your specific project motivates you scientifically and or/personally?: (Limit 200 words)

## Education and Training

### Thesis research:

Name of Thesis Advisor:

Thesis Advisor University/Institute:

Thesis Title:

Date Ph.D. Conferred/ Expected. Ph.D. degree must not have been conferred more than 24 months prior to the application deadline of January 31, 2025 (ie must not have conferred Ph.D. before January 31, 2023). Please note that dual degree M.D.,Ph.D. applicants should contact the program office (jccfund@yale.edu) regarding extended timeline criteria.:

### Thesis research summary:

Thesis Research Summary should be in narrative form - do not list dates and positions only. Describe your thesis research, including a summary of your research project, its relevance in the field and whether it contributed to your selection of your postdoctoral research project and lab.

Format: Limit 300 words. Font size should be 12 point.

## **Undergraduate Study:**

Name of Undergraduate Institution:

Undergraduate Field of Study:

Undergraduate degree:

## **Publications:**

List all publications from oldest to newest for which you are an author, including a hyperlink to each article. Only include publications that are in the submitted stage of "preprint," "in press" or "published." Do not send manuscripts in preparation to be submitted. Include a note following each publication regarding how this publication was impactful to the field, and what the applicant's contribution was to the publication.

Citation Format: Author(s), Publication year, Title, Publication or Journal name, Volume number, Page number range.  
(INSERT HYPERLINK TO ARTICLE LAST)

## **Honors and Awards:**

List the date received, name and sponsoring entity of each honor and award, from oldest to most recent:

## **Other research and professional experience:**

List the titles of other research, laboratory or training positions you have held, including dates of employment, university/company/other and field of research/profession. List from oldest to most recent

## **Postdoctoral training in the same institution as graduate work:**

Postdoctoral training in the same institution in which the applicant received their graduate degree is not preferred, particularly if it is in the same department. Please address below if you are proposing training either in the same institution or with the same department as your graduate work. Proposals that are direct extensions of graduate work will not be funded:

Preview only- apply in [Research Portal](#)

## Education and Training

### Proposed Postdoctoral Research Project:

#### I. **Abstract: Please enter a short abstract of your proposed postdoctoral research project**

Format: Limit 250 words, 12 point Font.

#### II. **Proposal- Upload PDF of Your Proposal Text (2 pages of text; do not embed figures):**

The research proposal should describe the background/rationale and proposed work for the applicant's postdoctoral fellowship. The proposal should be developed with the applicant's chosen postdoctoral advisor. Independent ideas and contributions are expected from the applicant.

Objective: State the specific research objectives/aims and method of approach of your fellowship project. Please avoid field-specific jargon and acronyms/abbreviations. Please limit your use of abbreviations, as they make it hard for the reviewer to read the proposal. Keep the reader in mind. The proposal must demonstrate a clear rationale for the research, but does not need to include precise and in-depth experimental details.

Format: Limit two single space pages. Text should be 12 point, Times New Roman. Margins must be greater than or equal to .25 inches. DO NOT EMBED FIGURES OR INCLUDE REFERENCES IN THE STATEMENT, they are included separately below. Please save and upload as a PDF.

#### III. **Literature Cited (References) to support proposal statement- Upload Literature Cited:**

Format: Please save and upload the proposal statement literature cited as a PDF. Literature cited should follow this format: Author(s), Publication year, Title, Publication or Journal Name, Volume Number, Page number range.

#### IV. **Include a figures PDF- Upload PDF of Figures and/or Figure Legends and Charts.**

Format: Please save and upload figures as a PDF. 2 pages maximum

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## Postdoctoral Advisor Form, Referee Letters and Financial Officer Signature:

### Proposed Postdoctoral Advisor Form (To be completed only by advisor):

Click on "Manage Letters and Required Signatures" to start this process. Applicants must have their proposed post-doctoral advisor complete the form to apply. We strongly suggest that the applicant contacts their proposed post-doctoral advisor to alert them that an email from the Jane Coffin Childs Memorial Fund (jccfund@yale.edu) should arrive as soon as the applicant clicks "send" invite. If they do not receive an email, please have them check spam filters and if not received, the applicant should resend the invite. For step by step instructions for how to request completion of the proposed post-doctoral advisor form click [here](#):

### Letter of References (To be completed only by referees):

Click on "Manage Letters and Required Signatures" to start this process. Applicants must submit **three (3) letters** of references. The first letter of reference should be directed to the applicant's Ph.D. thesis advisor. None of these letters should come from the proposed postdoctoral advisor. We strongly suggest that the applicant contacts all referees to alert them that an email from the Jane Coffin Childs Memorial Fund (jccfund@yale.edu) should arrive as soon as the applicant clicks "send" invite. If they do not receive an email, please have them check spam filters and if not received, the applicant should resend the invite. For step by step instructions for how to request Letters of Reference, click [here](#):

### Information for Authorized Fiscal Signature Document:

Click on "Manage Letters and Required Signatures" to start this process. Applicants must obtain an authorized signature from Fiscal sponsor at your proposed University/Institute. We strongly suggest that the applicant emails all authorized signatures contacts to alert them that an email from the Jane Coffin Childs Memorial Fund (jccfund@yale.edu) should arrive as soon as the applicant clicks "send" invite. If they do not receive an email, please have them check spam filters and if not received, the applicant should resend the invite.

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## **Demographics and additional information: Please see application**

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### **Review & Submit Your Application**

Please review all sections of the application by either clicking through the "Back" and "Next" buttons or by clicking the PDF preview button (eye icon) on the top left of the application. Please note that once you submit your application, you will not be able to make any additional changes to the application, nor will you be able to access the reminder button for your three external referees, post-doctoral advisor form or fiscal officer signature. Automatic reminders will go out from the system for all documents that have not been received, one week before January 31, 2025 and several days before the deadline. To view your complete application prior to submission, please click PDF Preview and Download in the preview window prior to submission.

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