



To: Distribution List

From: Faculty Research Development Office
Office of the Vice President for Research

Subject: Searle Scholars Program

Date: June 18, 2018

The Searle Scholars Program makes grants to selected universities and research centers to support the independent research of exceptional young faculty in the biomedical sciences and chemistry who have recently been appointed as assistant professors on a tenure-track appointment. Submissions are restricted to selected candidates from invited institutions only and are not open to individuals who have not been selected by their institution to participate in the competition.

The Program was established at The Chicago Community Trust in 1980 and has been administered by Kinship Foundation since 1996. The Program is funded from the estates of Mr. and Mrs. John G. Searle. Mr. Searle was the grandson of the founder of the world-wide pharmaceutical company, G.D. Searle & Company. It was Mr. Searle's wish that certain funds be used to support "...research in medicine, chemistry, and the biological sciences."

Applicants for awards, which will be activated on July 1, 2019, are expected to be pursuing independent research careers in biochemistry, cell biology, genetics, immunology, neuroscience, pharmacology, and related areas in chemistry, medicine, and the biological sciences. Candidates should have begun their appointment as an independent investigator at the assistant professor level on or after July 1, 2017. The appointment must be their first tenure-track position (or its nearest equivalent) at an invited institution.

Grants are set at \$300,000 for a three-year term, with \$100,000 payable in the first year and equal sums payable in the second and third years, subject to the receipt of acceptable progress reports. Generally, the program makes fifteen new grants annually. More details can be found at <http://www.searlescholars.net/go.php?id=1>. **The deadline for full proposals to the sponsor is September 28, 2018.**

This is a limited competition. Each institution is limited to one application. Please submit your 3-page pre-proposal narrative (plus CV; all documents in a SINGLE PDF file, 11-point font) by 5pm on Tuesday, July 10, 2018 to limited@unm.edu with the subject line indicating: SEARLE - your name. No late submissions will be considered.

The pre-proposal should address the major points that will be included in the nomination narrative. Please provide a description of the proposed research and its significance, as well as the specific areas of research you would like to perform in the next few years. Explain why this work is particularly novel and important. This pre-proposal will be evaluated on the basis of its potential for successful results, its evidence of creativity, and its feasibility and clarity of thought. Pre-applications should be accompanied by a CV. (*The attached is a sample application to provide an advance view of the questions that will appear on the online application.* **NOTE: This is NOT the actual application form. Please do not complete and submit this form.**

Should you have any questions, please feel free to contact us at limited@unm.edu.

If you are affiliated with HSC, please contact Corey Ford (CFord@salud.unm.edu) or Cassandra Misenar (CMisenar@salud.unm.edu) for more information.

Welcome and Instructions

Welcome to the Searle Scholars Program competition for the **2018** season. The **deadline for application submission is September 29, 2017 05:00 PM (CDT)**. All applicants will be notified of the competition results by mid-March, 2018. You can verify that your application and letters of support have been received by clicking the [My Status](#) tab.

Please read the entire set of instructions prior to beginning your application.

Application Components

Your application has two parts (all completed online):

1. The submission of letters of support
2. The submission of the main application

A complete application requires the submission of a statement from your Department Chair and at least three letters of support from individuals acquainted with your research. Collectively these four individuals are called your "referees." **The deadline for submission of letters of support is September 22, 2017** (one week prior to the application deadline). **You cannot access the main application until you have provided contact information for all of your referees.** Enter their details by clicking on the [Letters of Support](#) tab.

IMPORTANT: We recommend contacting your referees so they have sufficient time to submit their letters by the deadline of **September 22, 2017**.

Online Application Instructions

The application has five sections. You can complete the sections in any order. The system will save your information whenever you click "Save your Information" or "Next Section." You may log out and return to the application as often as needed until the deadline of **September 29, 2017 05:00 PM (CDT)**

Tip: Review all of the questions in each section in advance of the application deadline. Because some questions require long responses, you may choose to prepare your answers offline and then copy and paste into the rich text fields.

Session timeouts

Your session will time out after 60 minutes if data has not been saved. Remember to save frequently to prevent losing your work.

Editing rich text fields

Some of the fields within the application include a formatting toolbar so that you may style your text or insert images. The text editor allows for switching between the editing view and raw HTML. Turn HTML on and off by using the toggle button on the left side of the toolbar. Read the popups located in some of the rich text fields for specific formatting tips.

Tip: *Special characters such as subscripts, superscripts, Greek or Latin characters or symbols will be retained in the rich text fields when you copy/paste such characters from an external source, such as a word processing document or your operating system's character map/palette.*

Links to websites

URLs will only be recognized by the system if they begin with "http://" or "https://".

Submit your online application

Check your application carefully before submitting it! The system will verify that all sections are complete and indicate if any fields are missing information. You will also be able to view the entire application as a PDF. Please take the time to review each section of the PDF for accuracy and completeness before submitting your application. Once an application has been submitted, it cannot be accessed again.

Tip: *If you want to save a copy of your application, be sure to save the PDF to your computer BEFORE you submit your application.*

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Letters of Support

1. **Department Chair Statement: Department Chair Name, [email](#)**

Title, Department, Institution

[Revoke this letter request »](#)

2. **Letter of Support: Referee Name, [email](#)**

Title, Department, Institution

[Revoke this letter request »](#)

3. **Letter of Support: Referee Name, [email](#)**

Title, Department, Institution

[Revoke this letter request »](#)

A letter of support consists of responses to reference questions and a letter. An application requires completed letters of support from a minimum of **four individuals. These individuals must consist of your doctoral and post-doctoral mentors, a person of your choosing, and the fourth individual must be your department chair(s) who must provide a statement that details the department's commitment to your research.** Collectively these individuals are called your "referees."

If your department chair was also your doctoral or post-doctoral mentor, please provide contact information for a fifth referee. Excluding the department chair, it is preferred that the selected referees are from outside the institution that would receive the award.

NOTE: We advise you to notify and get agreement from all referees BEFORE entering their information in the system. Review the accuracy of email addresses before sending a letter request. **You cannot change or remove a referee's contact information after submission without intervention from the system administrator.**

When you press "Send Letter Request," an email is automatically sent to the referee with instruction on how to register and submit a letter of support in the online system. **Once you have saved contact information for at least four referees, you will be able to proceed to the main application.**

Check the status of sent letter requests on the [My Status](#) tab.

Letter of Support Requests

Enter your referee's contact information below. All fields are required.

Letter Request

This is a request for a

Title

First name

Last name

Work title

Institution

Department

Address

City

State/Province

Zip/Postal Code

Country

Work phone

Email

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SEARLE SCHOLARS PROGRAM

FUNDING EXCEPTIONAL YOUNG SCIENTISTS

Welcome Letters of Support Application My Status

Contact Information Abstract Education & Experience Publications Research

Review & Submission

Contact Information

Save your information

Enter your contact information below.

Title (e.g. Dr.)

First name

Middle initial

Last name

Date of birth

Current institution

Name of institution where award will be held (may be same as current)

Current position/title

Position on desired start date (if different from current position)

Division and/or department

Street address of office at affiliated institution

City

State or province

Zip or postal code

Office telephone

Email

Lab website

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FUNDING EXCEPTIONAL YOUNG SCIENTISTS

Welcome	Letters of Support	Application	My Status
Contact Information	Abstract	Education & Experience	Publications Research
Review & Submission			

Abstract

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Does the proposed research involve human subjects?

- Yes
 No

Does the proposed research involve recombinant DNA?

- Yes
 No

Does the proposed research involve warm-blooded animals?

- Yes
 No

Title of proposed research

Major areas of doctoral and post-doctoral research

Summarize the proposed research and its significance (character limit with spaces = 2,500).

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[Save your information](#)

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SEARLE SCHOLARS PROGRAM

FUNDING EXCEPTIONAL YOUNG SCIENTISTS

Welcome Letters of Support **Application** My Status

Contact Information Abstract **Education & Experience** Publications Research

Review & Submission

Education & Experience

Save your information

Education

List most recent training first, include any post-doctoral experience and note with Postdoc 1 and Postdoc 2 when applicable.

Institution (abbreviate as needed)	Degree (e.g. Ph.D.)	Dates attended (Year-Year)	Supervisor name	Area of concentration
Institution	Degree	Attended	Supervisor	Concentration
Institution	Degree	Attended	Supervisor	Concentration
Institution	Degree	Attended	Supervisor	Concentration
Institution	Degree	Attended	Supervisor	Concentration
Institution	Degree	Attended	Supervisor	Concentration
Institution	Degree	Attended	Supervisor	Concentration
Institution	Degree	Attended	Supervisor	Concentration
Institution	Degree	Attended	Supervisor	Concentration

Professional Experience

(begin with most recent, include any internships and residencies)

Name	Occupation/title	Supervisor name	From	To month/year
Location	Title	Supervisor	From	To
Location	Title	Supervisor	From	To
Location	Title	Supervisor	From	To
Location	Title	Supervisor	From	To
Location	Title	Supervisor	From	To
Location	Title	Supervisor	From	To
Location	Title	Supervisor	From	To

Professional/Academic Honors

(character limit with spaces = 1,000)

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Dissertation

Please list the title of your doctoral dissertation, if submitted, and provide a brief summary of the dissertation and its importance to its field of study (character limit with spaces = 2,000).

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Post-Doctoral Research

If applicable, please provide a brief summary of your post-doctoral research, including its importance to its field of study (character limit with spaces = 1,500).

Rich text editor toolbar with icons for source code, bold, italic, underline, bulleted list, numbered list, table, link, and unlink. Below the toolbar is a text area with a "HTML" label on the left.

Save your information

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Welcome Letters of Support Application My Status

Contact Information Abstract Education & Experience Publications Research

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Publications

Save your information

List of Published Works

List all of your authored and published works. Within this list, insert an asterisk next to no more than five published papers that you believe exemplify your scientific abilities (character limit with spaces = 7,600).

Selected Publications

Comment on each of the five or fewer published papers from above that you indicated as exemplary of your abilities. Where there are multiple authors, please describe your contribution to the design and execution of the project; the analysis of the results; and the preparation of the manuscript.

Publication #1

Title of Publication	URL of online version (e.g. a PDF)
Journal (name, volume, date, pages)	Authors
Describe your contribution	

Publication #2

Title of Publication	URL of online version (e.g. a PDF)
Journal (name, volume, date, pages)	Authors
Describe your contribution	

Publication #3

Title of Publication	URL of online version (e.g. a PDF)
Journal (name, volume, date, pages)	Authors
Describe your contribution	

Publication #4

Title of Publication	URL of online version (e.g. a PDF)
Journal (name, volume, date, pages)	Authors
Describe your contribution	

Publication #5

Title of Publication	URL of online version (e.g. a PDF)
Journal (name, volume, date, pages)	Authors
Describe your contribution	

DO NOT COMPLETE

For any papers submitted but not yet published, please include the date of submission in your listing and no more than a one-page summary of what was submitted (character limit with spaces = 5,000).

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If you have not published any papers in the last two years, please provide a brief explanation of why in the space below (character limit with spaces = 750).

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Contact Information Abstract Education & Experience Publications **Research**

Review & Submission

Research

Save your information

Anticipated Activities during Award Period

(percent of effort out of 100%)

	Research	Teaching	Other	If other, please specify
Year 1 total: 0%	<input type="text" value="0"/> %	<input type="text" value="0"/> %	<input type="text" value="0"/> %	<input type="text"/>
Year 2 total: 0%	<input type="text" value="0"/> %	<input type="text" value="0"/> %	<input type="text" value="0"/> %	<input type="text"/>
Year 3 total: 0%	<input type="text" value="0"/> %	<input type="text" value="0"/> %	<input type="text" value="0"/> %	<input type="text"/>

Each year's effort must total 100%

Other Sources of Support

(awarded or pending)

List the title, term, amount, sponsor, and relationship to the current proposal. Indicate whether amount covers direct or direct plus indirect costs (character limit with spaces = 3,500).

Note: The Searle Scholars Program has no restrictions on the use of funding from other sources.

Facilities Available to Conduct Research

(i.e. lab location and amenities, character limit with spaces = 2,500)

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Research Program

Provide an overview of the specific areas of research you would like to perform in your laboratory in the next few years. Please explain why this work is particularly novel and important (character limit with spaces = 2,500).

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Research Proposal

The prime objective of the Searle Scholars Program is to support the career development of early-career scientists with outstanding potential. Part of the assessment of candidates is a review of research that might be undertaken as a Searle Scholar. Describe, in greater detail, a part of the research that you noted in Research Program above. The research proposal will be evaluated on the basis of its potential for successful results, its evidence of creativity as well as for feasibility and clarity of thought. The proposal may overlap research for which other funds outside of the Searle Scholars Program are available or are being sought. Funds awarded by the Searle Scholars Program are not intended to replace grants or awards obtained from another funding source but may be used to supplement ongoing research. Please insert figures as necessary within your proposal below. Figures do not count against the character limit (character limit with spaces = 11,000). ¹ **Formatting tips**

Images should be .png or .jpg only, no .tif or .eps, no CMYK colorspace, roughly ~1 MB maximum file size per image.

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Research Proposal Bibliography

Please list works referenced in your research proposal (character limit with spaces = 4,000).

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Career Goals

Provide a brief summary of your general career objectives over the next five years (character limit with spaces = 1,000).

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Save your information

Next section »

1. To ensure your proposal is formatted effectively when converted to PDF for review, strive to keep things simple.
 - Upload images that are roughly no more than 1024 pixels in their largest dimension.
 - Use images in png or jpg format only (jpg for largely photographic images, png otherwise).
 - An image without a containment method such as a table may exhibit some alignment oddities—wrapping or "floating" images—when translated to PDF.
 - Insert a table with 1 row and column and then insert the image within the table to contain the image and surrounding text.
 - Consider resizing images proportionately to fill the full horizontal span of the page (roughly 7 1/2 inches wide). This may avoid alignment issues altogether.

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Review & Submission

Application Checklist

Verify that your application is complete using the checklist below:

Contact Information	✓ complete
Abstract	✓ complete
Education & Experience	✓ complete
Publications	✓ complete
Research	✓ complete

Preview Your Application

Download a PDF to preview your application. Verify that the information is formatted correctly and is both complete and accurate. If you wish to retain a copy of your application for future reference, **save the PDF to your computer BEFORE submitting your application. You cannot access the application again after it has been submitted.**

[Download PDF »](#)

Submitting Your Application

Before submitting your application you must confirm the following:

- I have contacted my referees and completed letter requests for **at least four** of them (Dept Chair and three other individuals). Note: the deadline for letters of support is **September 22, 2017**. Review the status of your letters of support under [My Status](#).
- I have [previewed my application](#) to verify that all required sections are formatted, complete and the information is accurate.
- I have reviewed and understand the terms defined in the [Searle Scholars Application](#)

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Please confirm the items above before submitting your application

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Application Status

You started your application on Wednesday July 5, 2017 05:06 PM (CDT).

Letters of Support

1. **Department Chair Statement: Test Department Chair,** [email](#)

Title, Department , Institution

Not yet submitted

2. **Letter of Support: Test Referee,** [email](#)

Title, Department, Institution

Completed: May 25, 2017: 03:03 PM (CDT)

3. **Letter of Support: Test Referee 2,** [email](#)

Title, Department, Institution

Not yet submitted

4. **Letter of Support: Test Referee 3,** [email](#)

Title, Department, Institution

Not yet submitted

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