Mentors, Collaborators, Contributors, and Consultants –

How to organize and position your research team for funding and project success

September 10, 2018

Georgia CTSA
Georgia Clinical & Translational Science Alliance

CFAR
Emory Center for AIDS Research

EMORY UNIVERSITY SCHOOL OF MEDICINE
Department of Medicine

Children's Healthcare of Atlanta

EMORY UNIVERSITY SCHOOL OF MEDICINE
Department of Pediatrics

Survey Drawing

K-Club Special

AHA Career Development Award

http://professional.heart.org/professional/ResearchPrograms/UCM_495968_Career-Development-Award.jsp

Deadline: Oct 17, 2018

Amount: $77,000 per year for 3 years, including indirect costs

Purpose: To support highly promising healthcare and academic professionals, in the early years of one's first professional appointment, to explore innovative questions or pilot studies that will provide preliminary data and training necessary to assure the applicant's future success as a research scientist in the field of cardiovascular and stroke research.

Science focus: research broadly related to cardiovascular function and disease and stroke, or to related clinical, translational, behavioral, population or basic science, bioengineering or biotechnology, and public health problems, including multidisciplinary efforts.

Today's outline

1. **The Research Team**
   - For K's - Who is considered a mentor vs the research mentor team
   - For other types of grants - Choosing co-investigators vs MPI

2. **Application and budget considerations**
   - Who should be listed as key personnel
   - Allocating percent effort

3. **Non paid research team members**
   - What are OSC's and how to include
   - How to decide on LOS's

Today's presenters

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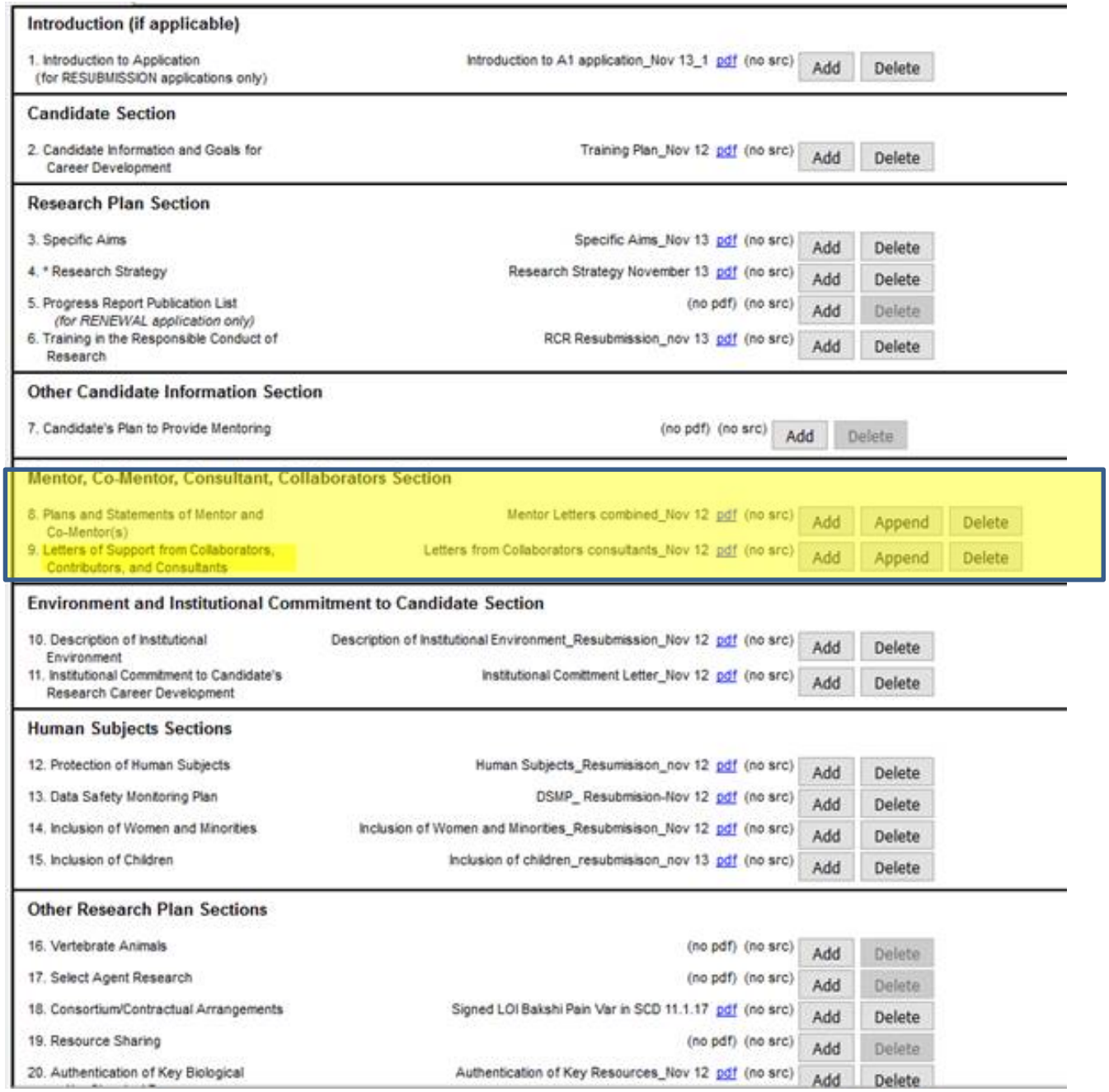
1. The Research Team

- The Research Team
  - For K's - Who is considered a mentor vs the research mentor team
  - For other types of grants - Choosing co-investigators vs MPI

K Grant Specific

Two Groups

1. Mentor/Co-Mentor
2. Collaborators, Contributors, and Consultants



Introduction (if applicable)

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Candidate Section

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Mentor, Co-Mentor, Consultant, Collaborators Section

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Human Subjects Sections

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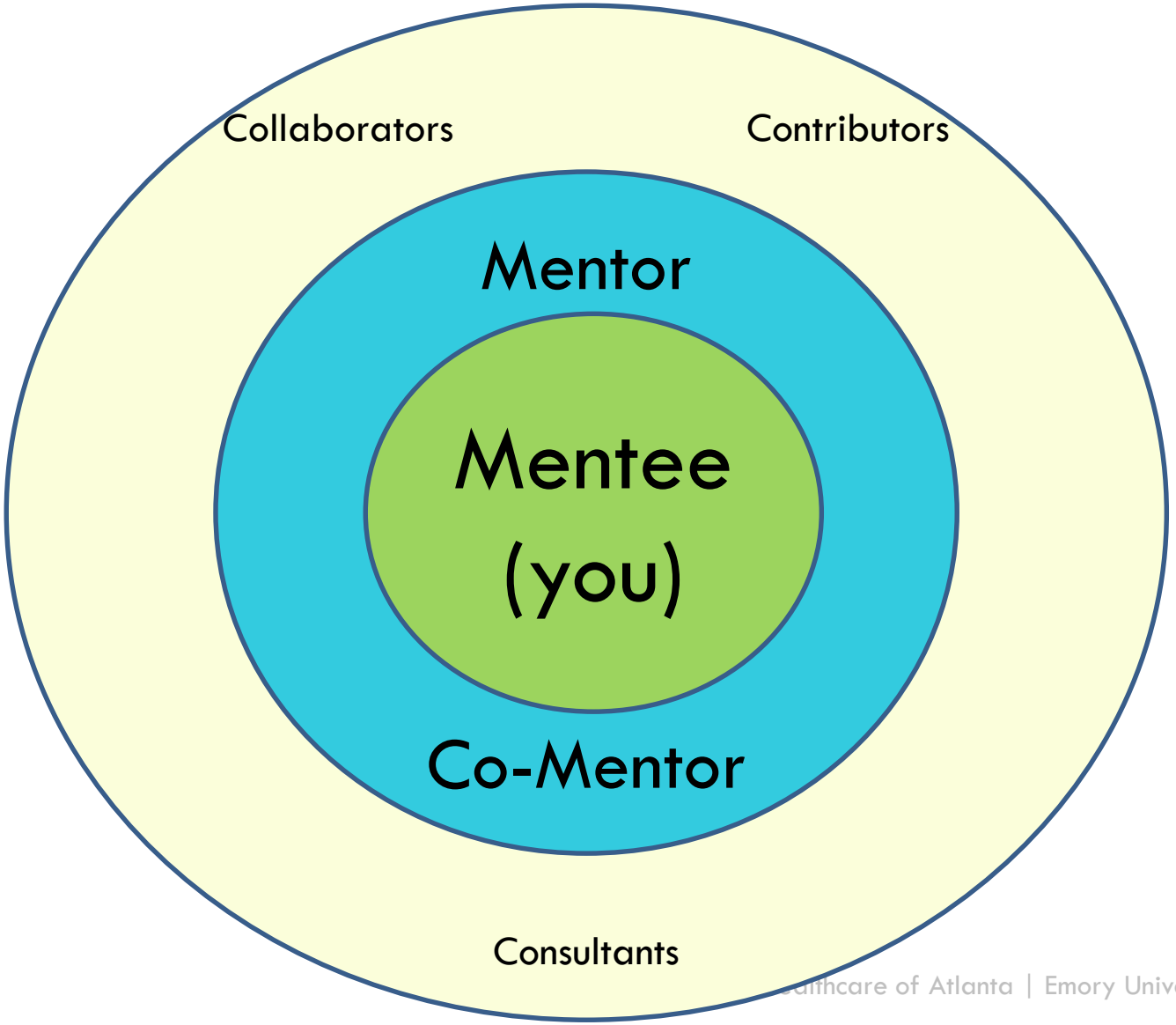
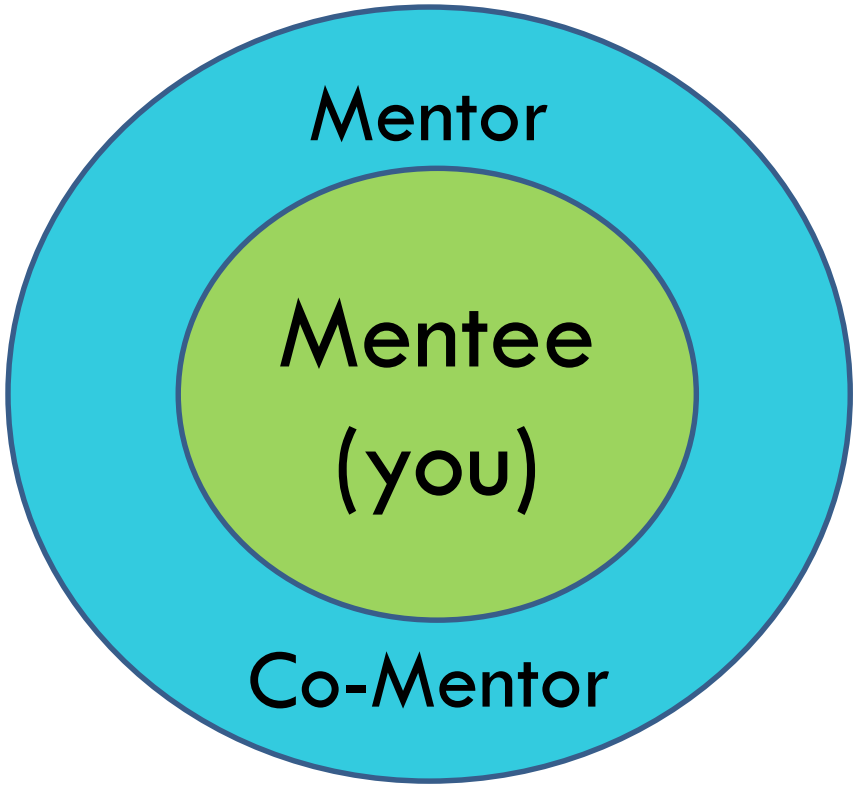
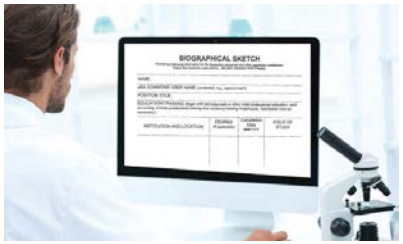
Graphic Representation



Focus on Mentor/Co-Mentor



Five Key Requirements to Satisfy Mentor Role

1. Fundability/Stability $$
2. Time Considerations
3. Aligned Research Interests
4. Commitment to Mentoring & Career Development
5. Strong Biosketch 

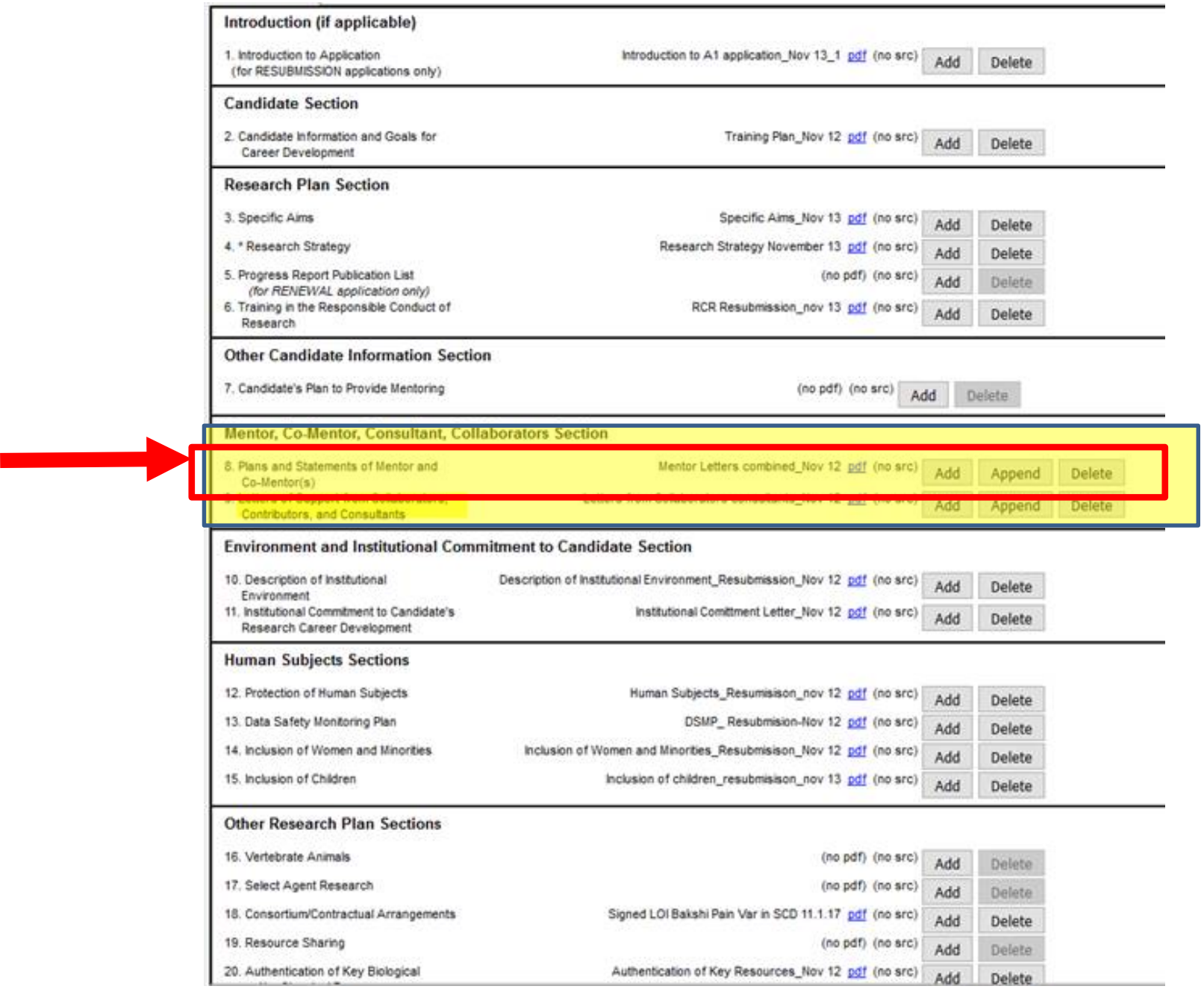
Does the mentor alone need to satisfy all five areas?

Co-Mentors Contribution

The co-mentor may represent/complement one or more of the five areas but…

$$ The primary mentor is almost always the person who is a full-time established investigator with independent funding. $$

Co-mentors are sometimes the investigators who will be teaching you something new and may be the person spending the most time with you.



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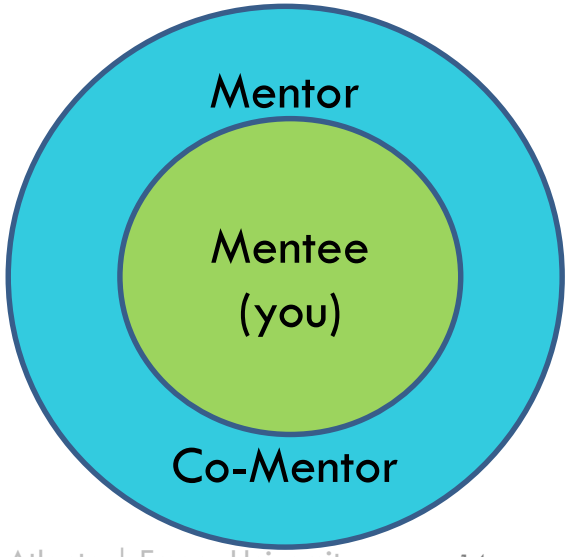
Mentor/Co-Mentor – collectively must show

NIH K Application - Six page letter

- Document role and willingness to participate in your project
- Explain how they will contribute to the development of the candidate's research career
- Include all of the following:
  - Plan for training and career development including seminars, meetings, RCR, publications, research ownership
  - Source of anticipated support
  - Nature and extent of the supervision and mentoring
  - Mentees other responsibilities (clinic, teaching, etc)
  - Transition plan to independence and mentor's track record in this area

Also, need to describe the nature of the shared responsibility between the mentor and the co-mentor



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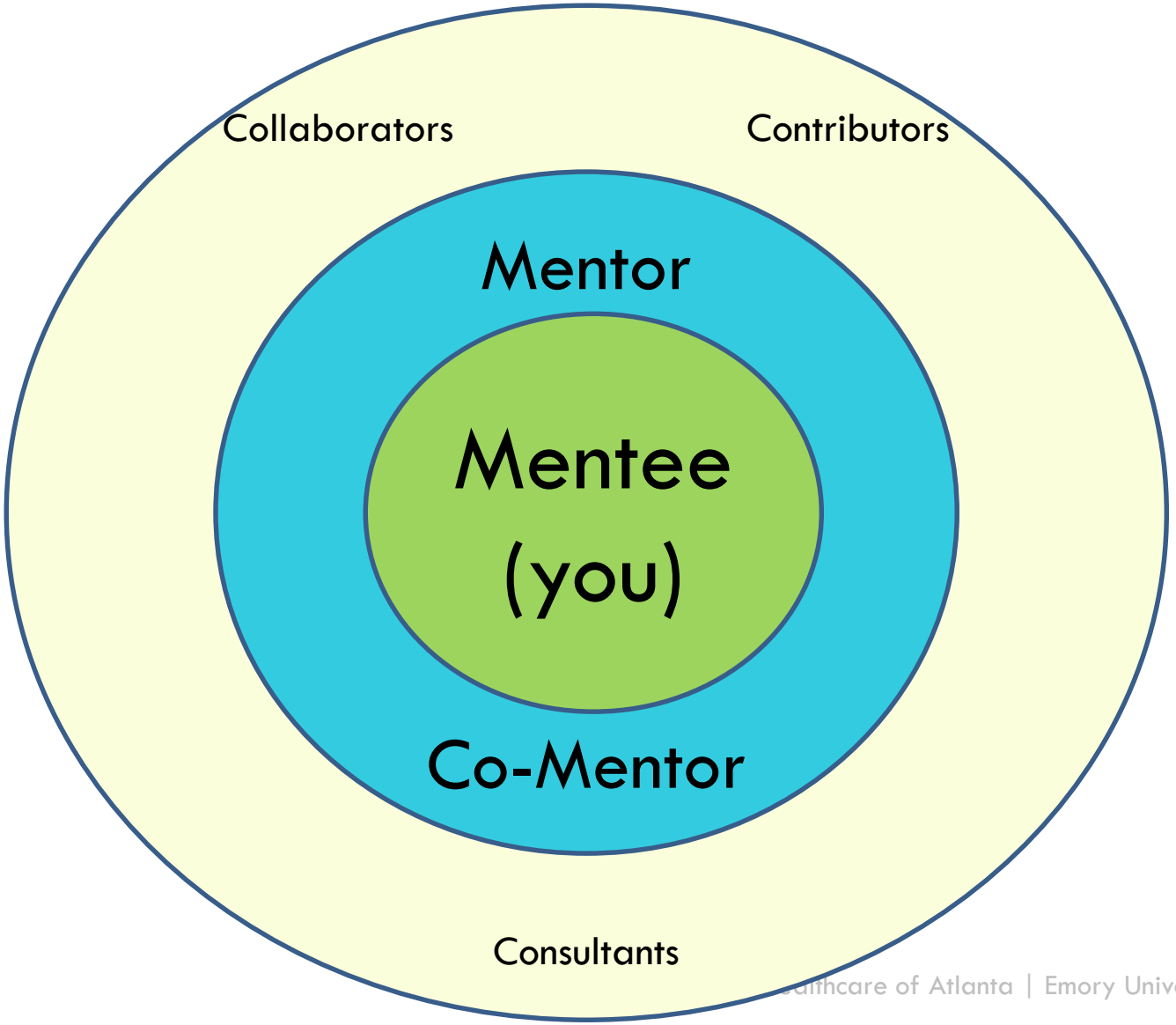
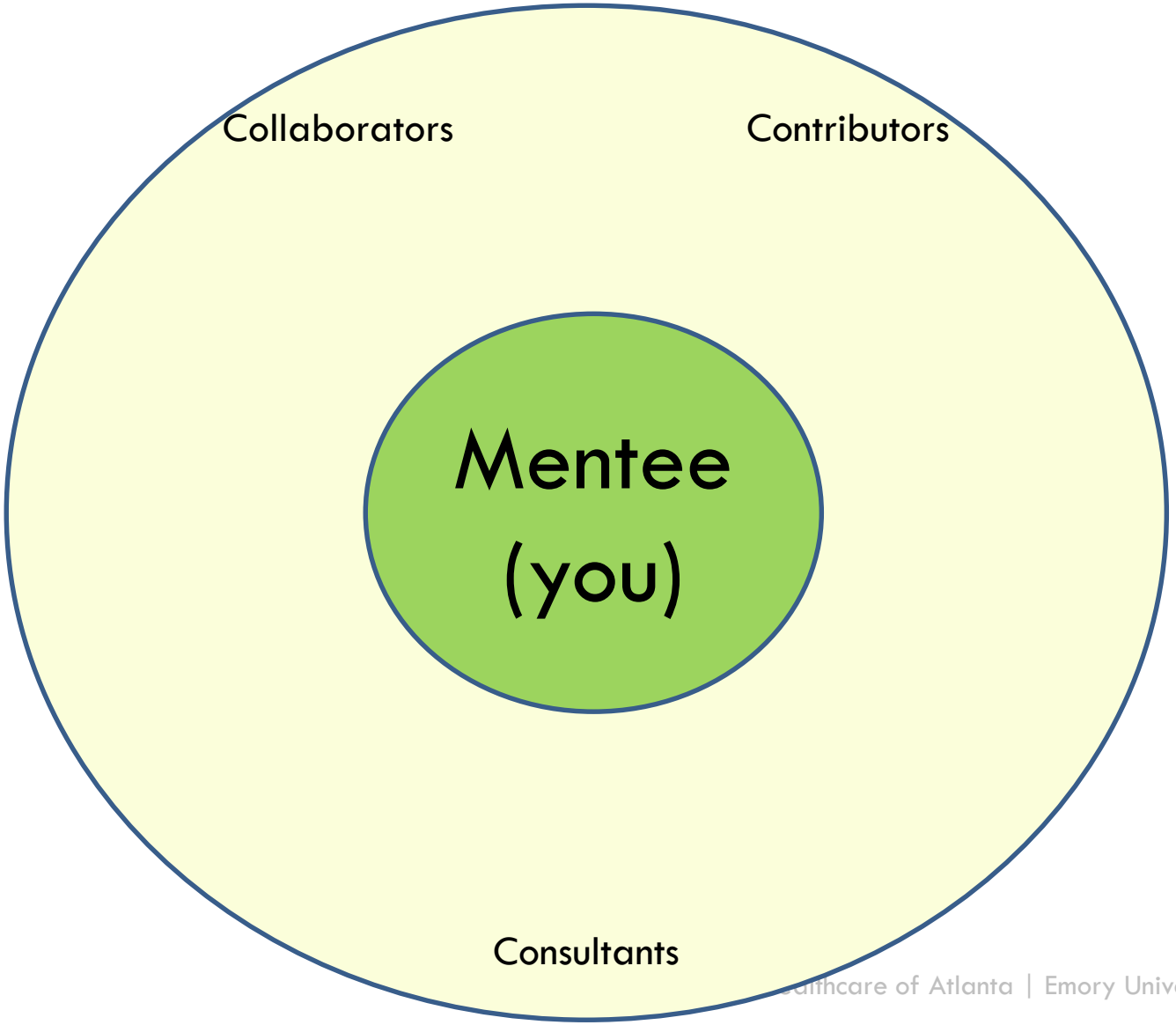


Focus on the Collaborative Team



Collaborators, Contributors, and Consultants

What is the difference?

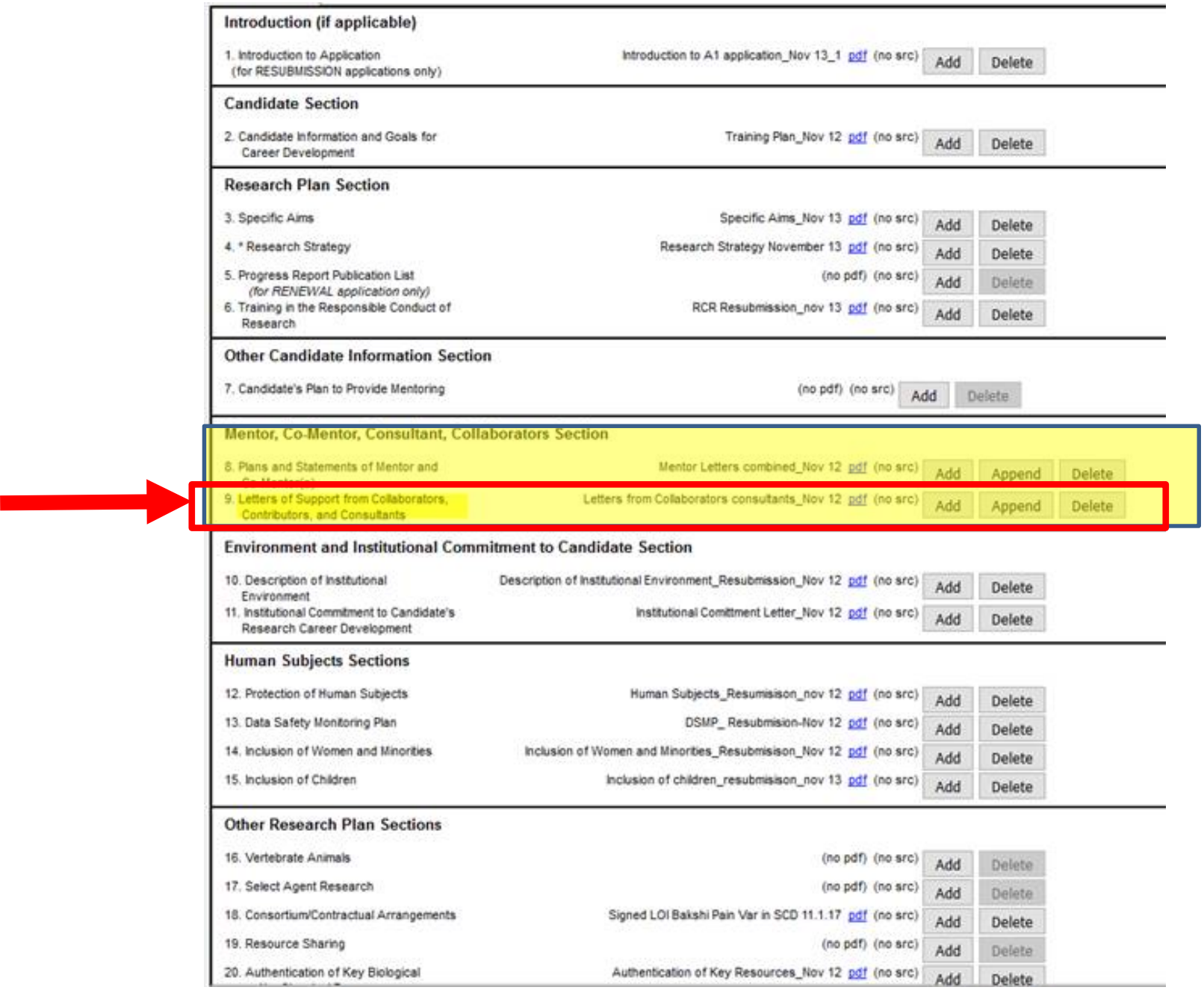
Collaborator – Defined as Co-Investigator - An individual involved with the PD/PI in the scientific development or execution of a project. Usually devoting specified % of time (but in K's are not listed with effort or salary on the budget…more on that in next section presented by Kim)

Consultant - An individual who provides professional advice or services for a fee; often fills in smaller gaps by, for example, supplying software, providing technical assistance or training, or setting up equipment.

What about Contributor???

- Not listed in the NIH Glossary
- Probably alluding to an "Other Significant Contributor" role

(more on that in section presented by Amelia…)



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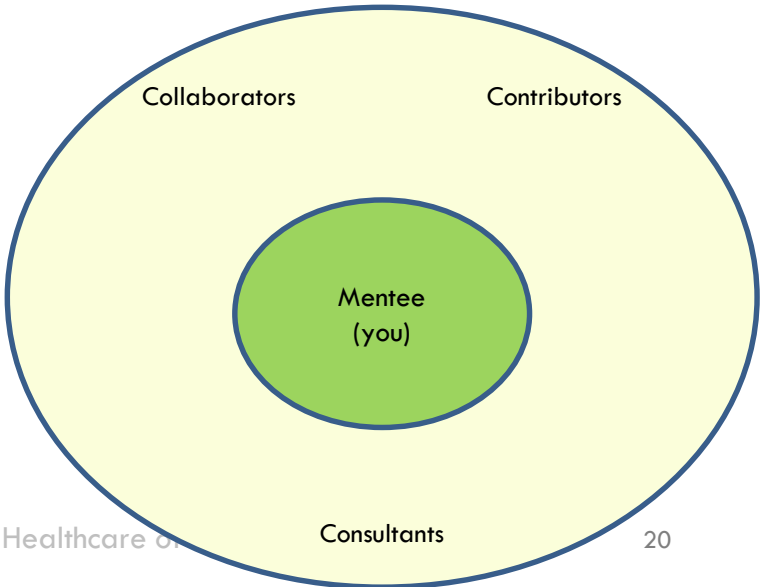
Collaborators, Contributors, and Consultants

NIH K Application - Six page letter

- An additional 6 pages dedicated to describing commitments from others committed to your success and required for the success of your project.
- Required for any such person who will contribute to the CDA application's proposed project in any substantive, meaningful way.
- Letters should briefly describe their anticipated contributions and document their role and willingness to participate in the project.



For non K grants– A note about MPI

MPI Definition

- Multiple Program Director/Principal Investigator (multiple PD/PI) awards are an opportunity for multidisciplinary efforts and collaboration through a team of scientists under a single grant award.
- All PD/PIs share equally the authority and responsibility for leading and directing the project, intellectually and logistically.
- Each PD/PI is responsible and accountable to the applicant organization, or as appropriate to a collaborating organization, for the proper conduct of the project or program, including the submission of all required reports.

MPI as a strategy towards independent funding

- Is it a good strategy to apply for your first independent grant using the MPI mechanism with your mentor?
- It depends. Should consider-
  - It is very tricky to show that you are truly independent and equal in the relationship
  - Bump in Early Stage Investigator status will not apply and you will not receive a funding prioritization
  - If grant gets funded, you are no longer considered an Early Stage/New Investigator

2. Application and budget considerations

- Application and budget considerations
  - Who should be listed as key personnel
  - Allocating percent effort

Key Personnel – Who Should be Listed?

Key personnel – Individuals who contribute to the scientific development or execution of a project in a substantive, measurable way, whether or not they request salaries or compensation.

Measurable Effort The effort of PD/PI(s), faculty and other senior/key personnel devoted to a project expressed in terms of "person months" greater than zero.

Key Personnel – NIH Perspective

- PD/PI's – Are always senior/key personnel and are always named in the Notice of Award (NoA)
- NIH Program Officials use discretion in identifying individuals that are considered critical to the project, i.e., their absence from the project would have a significant impact on the approved scope of work

Who am I going to list?

K Awards

- PD/PI
- Mentor/Co-Mentors

NIH – Other Types

- PD/PI's
- Co-Investigator (collaborator)
- Other Significant Contributors
- Consultants *

Budget – K Awards

PD/PI must commit 75% effort

- Many cases the salary is capped
- Direct charge versus cost share

Mentors/Co-Mentors

- No effort budgeted

Budget – PI Effort on NIH Awards

- PD/PI –How much time will your activities take? Can you complete your proposed research with the amount of effort you plan to commit to the project?
- Rule of thumb, put at least 25% effort on each application you submit.
- Justify this effort thoroughly in the budget justification and tie the justification to specific activities, time you spend with collaborators, other investigators, study team, etc.

Budget – Key Personnel on NIH Awards

- Co-Investigators – Tie proposed effort with the scope of work proposed for that individual. Reviewers may accept lower levels of effort from well- established, high-performing PIs who have stellar research performance over an extended period of time.
- Other significant contributors – Will not have budgeted effort!
- Consultants – Include the number of days anticipated for consultation and the expected rate of compensation
- Justify this effort thoroughly in the budget justification and tie the justification to specific activities outlined in the specific aims.

3. Non paid research team members

- Non paid research team members
  - What are OSC's and how to include
  - How to decide on LOS's

Other Significant Contributors (OSCs)

- Individuals who commit to contribute to the scientific development or execution of the project, but do not commit any specified measurable effort to the project.
  - These individuals are typically presented at effort of “zero person months” or "as needed."
  - Should include Consultants if they meet this definition
- Career Development Awards
  - Must include letters from Collaborators, Contributors and Consultants who will contribute to the project in a substantive, meaningful way
  - Limited to 6 pages total
    - Does not include Mentors
- Standard Awards
  - Letters are not required, but recommended

Letters of Support
Non-Career Development Awards

- Individual who are not critical to the execution or development of the research itself but whose support of the project is important
- Can take many forms depending on type of award
  - Department Chair
  - Division Chief
  - Anyone committing substantial resources to the project
  - Local Government
  - Advocacy Organizations
  - Organizational Leadership
  - Collaborators
  - Key Personnel
  - Consultants

Letters of Support

- Think about who would best help your application stand out
- Helps establish support from key stakeholders
- Ensure all resource commitments are addressed clearly