

Hevolution Foundation Postdoctoral Training in Geroscience (HF-PTG) Program

Instructions for Full Proposal

HF-PTG is an international pilot initiative from Hevolution Foundation to increase, retain and diversify the number of postdoctoral trainees in healthy aging research and foster scientific exchange between the US, Canada, UK and Europe to further our mission of “Extending healthy lifespan for the benefit of all humanity”. This pilot is envisioned as a yearly call for proposals. The major goal of this initiative is to identify and support outstanding PhD and MD/PhD students transitioning into postdoctoral training positions in aging biology and geroscience in the USA, Canada, the UK, and Europe.

The deadline for the full application to the 2024 program is **October 30, 2024** at 5:00 PM ET, and the expected award start date will be no later than **April 2025**.

Application Instructions

To submit your full proposal, you need to have an account in ProposalCentral. Search for Hevolution-PTG or HF-PTG under the ‘Grant Opportunities’ tab to start. If you do not have an account, you need to follow these steps:

1. Go to [ProposalCentral](#)
2. Click on ‘Need an Account?’
3. Provide your name, email address, and security information
4. Agree with terms and policy
5. Submit and wait for your account to be activated. This could take between 24-48 hours.

The full application must be written in English. The PhD and MD/PhD students applying for the fellowship (not the mentors) are considered the primary contacts and applicants. There are 12 sections that need to be completed as described below.

1. **Title Page** (Proposal title, primary contact, and prospective institution information)
2. **Download Documents:** Application Instructions, RFA, FAQs and Biosketch Templates are located here.
3. **Applicant Information:** The applicant’s information should be provided here, including doctoral thesis title (200 characters including spaces), date or expected date of graduation, the name of the supervisor and the institution where the degree was/will be completed.
4. **Organization/Institution Contacts:** The information about the institution where the research described in this proposal will be conducted should be provided here.
5. **Abstract and Keywords:** In 2000 characters or less provide a summary of your research plan. Include up to five keywords associated with your proposed research.
6. **Budget:** Hevolution provides support for a maximum time (4 years) and a maximum budget allowance (salary, training-related expenses, and childcare support if applicable). Training-related expenses of up to \$7,000 per year can be requested and used flexibly for research supplies and services of core facilities but are limited to \$2,000 per award for computers/software, and \$2,000 per year for travel. For fellows with child/ren, as specified in the HF-PTG RFA, childcare support of up to \$6,000 per year can be requested. Overhead/indirect costs of up to 8% of the total direct cost of the fellowship can be requested. No salary coverage of personnel other than the fellow is allowed. Budget for equipment is not allowed.
7. **Budget Summary and Budget Justification:** Justification of training-related expenses (such as supplies, travel, and services) and childcare support if appropriate. Additional documentation on childcare eligibility will be required prior to funding.

8. **Human Subjects/Animal Subject Research Assurances:** Please note that full documentation is required after the application is recommended for funding (at the pre-award phase).
9. **Application Attachments:**
 - a. **Available Resources (no page limit):** Briefly describe how the proposed research will benefit from unique features of the scientific environment (Institutional and Departmental resources), administrative support, support for research and scholarly activities, facilities, and other resources provided by the prospective mentor.
 - b. **Biosketches for the applicant and mentor/s:** Biosketches are up to 5 pages. Please use the provided template for the applicant's, mentor's and co-mentor's biosketches and include the requested information, such as the Name, Current Position, Education / Training, Past Positions, Main Achievements Relevant to the Proposed Research Plan (papers, patents, any other trackable achievements), Your Top 5 Publications, Current Active and Pending Funding, Past Funding, Career-Related Awards, and (for mentors only) a list of current and former trainees. The applicant's biosketch should in addition include (if applicable): courses taken, conference posters, abstracts, and any other trackable achievements. The biosketch must include past (only last 3 years), current, and pending funding. For current and pending funding, be sure to include project titles, your role on the project, source of funds, period of support, and dollar amounts. Briefly summarize the research aims and note any overlap with the research for which HF-PTG support is sought.
 - c. **Personal statement:** A 1-page personal statement written by the applicant needs to be included in the application and should highlight the applicant's motivation to enter or continue in the field of aging biology and geroscience while also considering the past and present research experience and how this experience could be used in the field. The statement should also include the applicant's short-term and long-term objectives of career development.
 - d. **Letter(s) of Support (no page limit):** Submit letter(s) of support, written and signed by the prospective mentor/s, outlining a mentorship plan (educational and scientific guidance of the applicant).
 - e. **Endorsement letter (no page limit):** Endorsement/recommendation letter from the current advisor summarizing the applicant's accomplishments and indicating that the doctorate degree will be awarded before the fellowship's start date (doctorate certificate required by March 2025). The endorsement letter is also required if the doctoral thesis has already been defended and certificate issued (earliest graduation date is May 2024). The endorsement letter is mandatory for all applicants.
 - f. **Specific Aims (up to 1 page):** In addition to the Specific Aims, also describe the rationale and the hypothesis to be tested.
 - g. **Research Plan (3 pages, including figures and timeline):** Provide an overview and significance of your prospective research goals, including potential outcomes, their impact on the field of aging, potential pitfalls, and alternative approaches. Include a timeline that shows how long it will take to achieve these objectives and summarize how they intertwine to achieve the proposed overall goal. Include a section that describes, when applicable, the rationale for age groups, gender, statistical methods, design, etc. Bibliography must be submitted in a separate file. For human subjects/animal subjects research assurance, please detail the model(s) to be used. Obtaining institutional assurance approval (IACUC, IRB, or equivalent) is a prerequisite for fund allocation at the pre-award stage.
 - h. **Bibliography (no page limit)**
10. **Required e-signatures and print application**

11. Validate: This section allows you to check if any sections are missing

12. Submission

Page Limitation

The total page limit for the research plan, which includes the specific aims and research plan (i.e., the narrative or the experimental approach), is **4 pages**: Specific Aims (**1 page**) and Research Plan (**3 pages**). Any figures used must be included within the 4-page limit. There is no page limit for the bibliography. The personal statement is limited to **1 page**. This will be strictly enforced. Please use **Calibri 11 font**, with **0.5" (1.27 cm) margins** and **letter page format of 8.5 x 11" (27.94 x 21.59 cm)** for all documents with a page limit. **Hyperlinks are not allowed.**

Other Information

Mentors and collaborators must meet HF-PTG country/region eligibility criteria.

Application Due Dates

Open submission for the full application will be available in Proposal Central starting on **May 28th, 2024**. Full Proposals must be submitted using Proposal Central no later than **October 30th, 2024, at 5:00 PM Eastern Time (ET), USA**. This will be strictly enforced, and no late submissions will be accepted.

Peer Review and Selection Process

An external Scientific Review Panel will evaluate applications for their scientific and educational merit, and feasibility. Hevolution Foundation regards confidentiality as a crucial aspect of review, so a disclosure agreement of confidentiality will protect the information and content of grant applications, and Hevolution will care to prevent disclosure to others. Applicants may contact Hevolution Foundation (hevolutiongrants@afar.org) if they want to disclose any conflicts with potential reviewers. Applicants will be informed of the decision within a month after review. Applicants with proposals not deemed meritorious by the review panel and Hevolution will receive a rejection email. No written feedback will be shared, and funding decisions are final and cannot be appealed.

Reporting

Recipients will be required to submit an Annual Research Progress Report 45 days before the end of each budget period. Continuation of the award into subsequent years will be upon approval of the annual scientific progress and annual financial reports. Final reports (research and financial) must be submitted within 90 days after the project period's end date.

Anticipated Announcement and Award Dates

It is expected that funding decisions and award dates will be made no later than April 2025. Please direct all questions to hevolutiongrants@afar.org.