

## F30 and F31 Applications

1. Inform the Administrative Director *before* developing the application. They will give you access to the shared MSTP Grants folder, which contains prior successful applications and advice from MSTP students. The student grantees have agreed to share their applications with you; please respect their confidentiality and do not disseminate them.
2. MSTP students hold a discussion panel at least once a year, to allow students with grant application experience to advise students who are planning to apply.
3. The Office of Graduate Education also holds an informational session at least once a year for those applying for an F30 or F31. Additional resources for F30/F31 applications are available on the School of Medicine Graduate Education [website](#).
4. If possible, apply for an F30 that funds both PhD and MD phases, rather than a grant that funds only the PhD phase.
5. You should submit the F30/31 through the department where the faculty mentor is appointed. If the mentor is at the CCF, VA, or Metro, then the grant should be submitted through the CWRU ARO in the School of Medicine.
6. Always ask for the maximum *period* possible. Dual degree students are allowed a total of six years of support on any NRSA training grant or fellowship. This includes the MSTP and CTSTP training grants. Round up to full years to avoid budget and timing complications. For example, if you are eligible for 3.5 years of support, request 4 years of support. The excess budget will be returned to NIH.
7. Always ask for the maximum *budget* possible. The dollar amounts for stipend and institutional allowance are fixed; you should ask for the maximum allowable amounts per NIH guidelines. However, the tuition calculation is more complicated.
  - a. You should propose a full 9-credit load for every PhD phase semester, even if you anticipate lower credit registration costs for some of them. Any unused funds will be returned to the NIH.
  - b. For fellowships that support both MD and PhD phases, you should propose MD tuition in the final two years of the budget.
8. Contact the Administrative Director for the current tuition rates. Sample budgets are included in the shared drive.
9. Indicate that the CWRU MSTP T32 does not provide financial support for all phases of MD-PhD training, and that you do not have current funding from the CWRU MSTP T32, so there is no question of overlap. This needs to be stated explicitly. We recommend that the mentor's letter of support clarify this issue of non-overlap, and it should also be stated in the budget justification section and/or wherever else is appropriate.
10. How to specify research vs. clinical activities for the years of training in the training plan section: In general, the reviewers want to see research training activity, so bring this out as the primary focus of the proposal, but it is OK to indicate how your clinical interests will tie in with your research goals. You don't need to spend much time on describing clinical training, but you can mention it as a phase of your training. Don't miss the opportunity to indicate research in a year when it might be there. For example, if the training period will include a mixture of research and clinical periods (e.g. the end of your PhD and the beginning of M3), then put down an appropriate mixture of research and clinical. You can also include a small amount of clinical time (~5%) during the PhD

phase if you intend to do MSTP Clinical Tutorial (explain that this will be individualized and customized to link to your research field). Remember, for M4 you might do research electives, and we recommend that you propose this as an attractive feature in the application (write in your training plan that you intend to do some research electives that year; don't worry, you won't be locked into this plan). If you propose this, you might put M4, the last year of your training, as something like 60-70% clinical, 30-40% research.

11. Tell the Director and Administrative Director when the grant is awarded, and send a copy of your Notice of Award to Diane.
12. The MSTP provides a \$2,000 annual stipend bonus in the final two MD years to MSTP students who are awarded F30 fellowships that include funding for those years. The bonus is applied in each month for which the student's fellowship provides funding. PhD departments may also provide a bonus for fellowship funding in the PhD phase.

### **F30/F31 Funding Opportunities**

There are two program announcements for F30 funding, one for students at institutions like CWRU that have an MSTP T32 training grant, and one for students at institutions that do not. Because we have an MSTP T32, you can apply only for the former.

There are also two program announcements for F31 funding, one that supports PhD training only, and a diversity award that may support both PhD and MD training phases.

For program announcements and general information about the F awards, see the [NIH F Kiosk](#).

***F30 application must be submitted within 48 months from the time of matriculation as an MD-PhD student.*** In addition, over the total duration of F30 support, at least 50% of the award period must be devoted to full-time graduate research training leading to the doctoral research degree. Applications are accepted in three cycles per year, in April, August, and December. Because CWRU MSTP students matriculate in July, the latest possible application cycle is April of Grad year 2.