

## WVCTSI Research Scholar Program: Instructions for Letters of Support

### Program Background:

The candidate is applying for a Research Scholar position through the West Virginia Clinical and Translational Science Institute. The purpose of this program is to develop principal investigators in the clinical and/or translational sciences with the desired outcomes of peer-reviewed publications and submission of applications for mentor-sponsored (e.g. NIH K-type) awards and eventually independent federal (e.g. NIH R-type) awards. The award is available to persons who have demonstrated considerable potential to become independent researchers and may benefit from additional mentored research experience in a productive scientific setting, as well as to newly independent researchers. Research Scholars are eligible to receive salary support for protected research time from WVCTSI as well as a modest research expense budget. Pre existing, committed departmental protected time for research/scholarship must remain in place for the duration of the Research Scholar appointment and the WVCTSI salary support\* is intended to supplement and enhance the departmental commitment. Research Scholars may request up to 50% salary support from WVCTSI with the combined total (department and WVCTSI) not to exceed 75% research time. For instance, if the Scholar currently has 25% protected time, they can request 25% from WVCTSI to reach a total of 50% or they may request 50% from WVCTSI to reach a total of 75% protected research time. The decision regarding amount or protected time to request should be made collaboratively among the department chair, division head, and applicant in consultation with the applicant's mentoring team. Generally surgical specialists do not exceed 50% protected time in order to maintain proficiency in clinical skills.

**Letter of Support Evaluation Requirements:** Based on your own interactions and observations of the applicant, please describe the qualities and potential of the candidate for the Research Scholar program.

The Selection Committee would like you to specifically address the following:

- potential to become an independent research scientist
- evidence of originality of the research project
- adequacy of scientific background
- quality of research endeavors or publications to date, if any
- commitment to health-oriented research
- need for further research experience and training
- your role in the candidate's career development and your support and commitment of their participation in this program
- potential of the research project for extramural funding

*Letters are to be addressed to Dr. Courtney DeVries, Co-Director of Professional Development, WVCTSI & Dr. Joan Lakoski, Co-Director of Professional Development, WVCTSI*

\*Salary Support: The WVCTSI is bound by the NIH salary cap of \$212,100. If you have questions about how this would impact salary reimbursement please contact Courtney DeVries, PhD.