Announcing

Lubin Family Foundation Scholar Award

Application Guidelines for: 2022-2023
Application Announced: July 5, 2022
Application Deadline: August 19, 2022
Award Launch: October 3, 2022

Background
Dana-Farber Cancer Institute President and CEO Laurie H. Glimcher, MD, and William G. Kaelin Jr., MD, are pleased to announce the Lubin Family Foundation Scholar Award at Dana-Farber. Created and funded by the Richard K. Lubin Family Foundation, the Lubin Family Foundation Scholar Award will combine opportunities for enhanced mentoring with financial assistance for gifted physician-scientists who aspire to serve as pioneers and champions of academic oncology and seek funding to propel their careers to a new level of mentored research. Lubin Scholars will be among the most promising early career investigators within the Dana-Farber community who are pursuing cancer-relevant basic or translational laboratory-based research and who have true potential to become superstars in cancer research. Selection will focus primarily on fundamental science because many of today’s most important advances in cancer can trace their origins back to research into the fundamental principles of biology and chemistry that expose the foundations of life itself.

Diversity, equity, and inclusion—in all its forms—are core values of Dana-Farber and the Richard K. Lubin Family Foundation. In evaluating applicants and selecting Lubin Scholars, the Selection Committee will actively search for opportunities to counter bias and inequity.

Award Overview

- Up to four Lubin Scholars, in coordination with their respective Mentors, will be selected annually by a committee chaired by Dr. William G. Kaelin Jr. (the “Selection Committee”).
- Lubin Scholars will receive $150,000 per year, for a maximum of 4 years per recipient. Funding may be used for their salary and/or research-related expenses such as supplies, equipment, travel to scientific conferences, or salary for a research technician.
  - Funding used for salary will be subject to departmental salary guidelines.
Lubin Scholar Mentors will be provided an honorarium of $10,000 each year that they mentor a Lubin Scholar. This funding may be used at the Mentor’s discretion.

The Lubin Family Foundation Scholar Award and Mentor honorarium are for direct costs only and do not allow for indirect costs.

**Eligibility**

**Lubin Family Foundation Scholars**

- Potential applicants will be talented physician-scientists (board-eligible or certified MD or MD/PhD), with a focus on basic or translational science, who aspire to serve as pioneers and champions of academic oncology.
- Applicants with other doctoral degrees (e.g., PhD only, ScD) are not eligible.
- Applicants must be MD or MD/PhD fellows or Category 4 Instructors (or equivalent appointment at the applicant’s institution) who are in their second or third year of laboratory research. Applicants must meet one of two criteria:
  - Are conducting their research in a Dana-Farber laboratory.
  - Are completing or have completed their clinical training in a Dana-Farber Cancer Institute-affiliated clinical program (e.g., medical oncology, pediatric oncology, radiation oncology, neuro-oncology) and are working in an academic research laboratory in greater Boston.
- Applicants must have a mentor with the rank of Assistant, Associate, or Full Professor at Harvard University, Harvard Medical School, Harvard T.H. Chan School of Public Health, or Massachusetts Institute of Technology (MIT). The applicant must already be working in the proposed mentor’s laboratory or research group and have a direct report relationship with that mentor.
- Applicants must have 80% protected time for laboratory research.
- Applicants who are already appointed to a NIH T32 or similar (e.g., K12, KL2) Training Program are eligible to apply if permitted by those awards.
- Applicants who currently hold individual fellowships or career development grants from foundations or the federal government that provide full salary support and continue for more than 12 months beyond the award date are not eligible.
- Lubin Family Foundation Scholar Award appointments may be deferred for not more than one year with the approval of the Selection Committee.
- There are no citizenship restrictions.
- Applicants may resubmit in the following year if they were not initially awarded and still meet the eligibility criteria.

**Lubin Scholar Mentors**

- Faculty with the rank of Assistant, Associate, or Full Professor at Harvard University, Harvard Medical School, Harvard T.H. Chan School of Public Health, or MIT.
• Must be leading their own independent research efforts.
• Although it is permissible for a mentor/supervisor to be proposed as a Lubin Scholar Mentor on multiple applications, only one Lubin Scholar per Mentor will be awarded per Award cycle. Mentors may have more than one Lubin Scholar cumulatively over time.
• Lubin Scholar Mentors will be expected to participate in a variety of programming designed to provide opportunities for enhanced mentorship to all Lubin Scholars. These may include:
  ● Review of K08 and other funding applications
  ● Cohort meetings
  ● Annual retreat/symposium
  ● Donor meetings on occasion
• The chosen mentor and the quality of the mentorship plan will be weighed heavily in the selection process.

Expectations
Lubin Scholars and their Mentors will participate in:
• Annual Lubin Family Foundation site visit (commencing in Fall 2022)
• Annual Lubin Family Foundation Award Symposium (commencing in Spring 2024)
• Annual written impact/progress report, including a financial expenditure report, to Dr. Kaelin and the Lubin Scholar Selection Committee
• Final written report (1-2 pages) co-authored by the Lubin Scholar and Mentor at the end of the award funding to address the impact of the support and the mentor-mentee relationship

Lubin Scholars should be positioned to accomplish as many of the following as possible over the four-year award period:
• Articles published in peer-reviewed, scientific journals
• Poster and oral presentations at conferences
• Additional research grants received from government or non-government sources
• Awards and similar formal recognition for innovative research
• Collaborations with researchers at Dana-Farber and other leading academic medical institutions
• Obtain tenure-track Assistant Professor position during or following Award

Application Process
Those meeting the eligibility criteria may apply to be a Lubin Scholar by submitting the following items as one PDF:

Lubin Scholar Applicant
  1. Applicant Statement (no longer than 2 pages)
2. **Description of Research Project**
   - Lay Person Summary of Research Project (250 words)
   - Project Abstract (250 words)
   - Project Narrative (up to 3 sentences)
   - Research Design and Methods (no longer than 4 pages)
     - Significance and Innovation
     - Specific Aims
     - Experimental Plan
     - Statistical Considerations
   - Preliminary Data (no longer than 2 pages)
     - Figures that are not easily legible will lead to administrative disapproval of the application
     - Preliminary data may be imbedded in the Research Design and Methods section at the applicant’s discretion, rather than as a separate section, provided the total number of pages does not then exceed 6 pages

3. **Letters of Recommendation** (2 total)
   - Letter of recommendation from the proposed Lubin Scholar Mentor
   - An external letter of recommendation from a faculty member or researcher whose primary appointment is not at the same institution as the Lubin Scholar Mentor’s laboratory.

4. **Applicant Biosketch** (no longer than 5 pages)

5. **External Advisory Committee**
   - Identify an external advisory committee consisting of three faculty members chosen to meet with the Lubin Scholar on an annual basis, at minimum, to discuss the mentee’s progress

6. **Budget**
   - Indicate anticipated annual project expenses such as:
     - Applicant salary
     - Supplies
     - Travel
     - Technician salary
     - Other expenses
7. **Applicant’s Current and Pending Support**
   - Include specific aims, where appropriate, and statement of potential overlap with the Lubin Family Foundation Scholar Award

8. **Statement of eligibility that the applicant will have 80% protected time for laboratory research signed by their Department Chair (electronic signature is acceptable).**

9. **If the applicant is not paid by Dana-Farber, an authorized signing official from the applicant’s institution must provide a signed statement that they are aware the Award does not allow indirect costs and agree that they are willing to administer the Award, if funded.**

**Lubin Scholar Mentor**

1. **Mentor Statement** (no longer than 2 pages)
   - Mentorship philosophy, including description of the mentor’s approach to working with the candidate
   - Plan for supporting the Lubin Scholar through to an early faculty position
   - Mentorship plan, including description of external mentorship committee, how Award will facilitate enhanced mentorship of applicant, and plan for transition of Lubin Scholar to independence

2. **Mentor Qualifications** (no longer than 2 pages)
   - Current lab census
   - Current and pending funding
   - Approximate number of postdocs trained in the past
   - Brief description of up to three physician-scientists trained in the past, including current positions
   - Brief description of up to three additional graduate students or postdoctoral fellows trained in the past (e.g., PhD postdoctoral fellows), including current positions

3. **Mentor Biosketch** (no longer than 5 pages)

**Submission and Deadline**
Complete applications should be submitted electronically as one PDF to Aideen Mulligan, Chief of Staff to the Chief Scientific Officer: DFCILFFSchorlarAward@dfci.harvard.edu, by 5:00 PM EST on August 19, 2022.

Applicants will be contacted once their application has been received.

**Award Notification**
Selected Lubin Scholars and their Mentors will be notified by the beginning of October 2022.

**Questions on the Application and Eligibility**
Frequently Asked Questions:

1. **What is the Richard K. Lubin Family Foundation?**
   Established in 1986 in Massachusetts, the Richard K. Lubin Family Foundation is dedicated to improving the quality of life in the Greater Boston Region, through its focus on educational pathways and outcomes, culture and the arts, and medical research and clinical care. The Foundation is proud to launch the Lubin Family Foundation Scholar Award, a four-year award that couples enhanced mentoring with financial assistance—with the goal of keeping the most promising physician-scientists in academic research as they complete their training and transition to tenure-track faculty positions.

2. **What is a Category 4 Instructor?**
   A Category 4 Instructor is a Dana-Farber classification of an MD or MD/PhD conducting wet or dry lab-based mentored research (approximately 80% research effort and 20% clinical effort).

3. **I am a Dana-Farber-based Instructor or Fellow conducting research at an institution outside of Dana-Farber, am I eligible to apply?**
   Instructors or Fellows whose academic home is Dana-Farber, but who are conducting research at a laboratory outside of Dana-Farber, are eligible to apply, providing their mentor meets the mentor eligibility requirements, i.e., holding the rank of Assistant, Associate, or Full Professor at Harvard University, Harvard Medical School, Harvard T.H. Chan School of Public Health, or MIT.

4. **Are references/scientific citations included in the two-page limit for the Lubin Scholars’ applicant statement?**
   No, scientific citations, if included, do not count in the two-page limit. The applicant’s list of references, however, should not exceed two pages.

5. **Are there any formatting guidelines or requirements?**
   Applicants should follow NIH guidelines regarding font size (11-point font minimum), spacing (single space), and margins (0.5 inches minimum).

6. **To whom should the letters of support be addressed?**
   Letters of support should be addressed to the Lubin Family Foundation Scholar Award Application Selection Committee, Attention: Dr. William G. Kaelin Jr.
7. **Are hard copies of the letters of support required?**
   No, please only provide signed, electronic copies of your letters of support as part of your single PDF application. If you are unable to merge all documents as one PDF, please send as separate PDFs.

8. **One of my references requested that their letter of support be confidentially emailed to the review committee. To whom should this letter be emailed?**
   If one of your references prefers that their letter of support be submitted directly to the Selection Committee, please ask that the letter be emailed to Aideen Mulligan at DFCILFFScholarAward@dfci.harvard.edu.

9. **How should application materials be submitted?**
   Please submit all application materials as one PDF. If you are unable to merge all documents as a single PDF, please send separate PDFs.

10. **What if my academic home institution requires indirect costs?**
    Applicants with an academic home outside of Dana-Farber need to confirm with their home institution that they will be allowed to accept the Award (without IDC) before applying. If such an application is received without a statement signed by an authorized signing official that the institution can accept the Award without indirect costs, the application will not be considered by the Selection Committee.

11. **What if I need to take a leave of absence during the award period?**
    Lubin Scholars who need to take a leave of absence should email Aideen Mulligan at DFCILFFScholarAward@dfci.harvard.edu with the expected start and end dates to be considered for a no-cost-extension.

12. **If my circumstances change or if I leave Dana-Farber, can I take the funding with me to another institution?**
    Should there be a change in the circumstances under which the original funding was approved that affects a Lubin Scholar’s continued eligibility for the funding, the Lubin Scholar may submit a request to Dana-Farber to continue to receive all or a portion of the funding notwithstanding the change in circumstances. If Lubin Scholars transition from an Instructor role to an Assistant Professor role at the Institute or a tenure-track position at an outside academic institution in the U.S. during the four years of their award, they may apply to carry forward up to one year of funding. Any such requests should be submitted to the Lubin Family Foundation Scholar Award Application Selection Committee, Attention: Dr. William G. Kaelin Jr.