KL2/Catalyst Medical Research Investigator Training (CMeRIT)
Frequently Asked Questions

Q: What is the KL2/CMeRIT Award salary cap?
A: Salary caps are determined by the NIH and can be found on the NIH website.

Q: Is the support for project-related expenses a yearly allowance?
A: It is a yearly allowance and does roll over into the next year. Funds in this allowance are lost if unused.

Q: How can I access a PHS 398 Face Page template?
A: The PHS 398 Face Page template may be found on the NIH website.

Q: On my PHS 398 Face Page, who is the "institutional official"?
A: The institutional official is the person in charge of your institutional funding. This is usually a grants manager or financial administrator.

Q: Is a budget outline required with the KL2/CMeRIT application?
A: No budget outline is required; only salary and fringe.

Q: Does the word count limit include graphics? What about citations?
A: Graphics and citations are not counted against the application's overall word count. We do ask, however, that you consider the reviewers' time when writing your application. Please keep all graphics, citations, etc. to a minimum.

Q: What if I'm on the verge of going over the three-year faculty appointment limit?
A: The KL2/CMeRIT Award is a junior investigator grant. The three-year faculty appointment limit provides a cut-off point for eligibility to be funded. Should you be on "the edge" of your third faculty year, you are more than welcome to apply. However, if the third year of your first faculty appointment ends prior to the application deadline of March 30, 2017 the Review Committee reserves the right to refuse consideration of your application.

Q: My division chief/department chair and mentor(s) are very busy. What if he/she doesn't submit my supporting letter(s) on time?
A: The deadline for endorsements is April 13, 2017 at 5:00pm. All letters of support and recommendation must be submitted by April 13 in order for your application to be considered complete. Please plan to give your division chief/department chair and mentor(s) ample time to submit their letters of support and recommendation. If all endorsements are not submitted by April 13, your application will be incomplete and will not be considered for review.

Q. What are the review criteria for the supporting letter(s) that my division chief/department chair and mentor(s) will be submitting?
A: Reviewers and interviewers will assess whether the letters of support express the potential and commitment to the planned academic career program and the likelihood that the program will meet the candidate's career goals.

- Letter from division chief/department chair:
    - **Is there clear commitment of the sponsoring institution to ensure that 50-75 percent of the candidate's full-time professional effort will be devoted directly to the research and career development activities described in the application, with the remaining percent effort being devoted to an appropriate balance of research, teaching, administrative, and clinical responsibilities?**
    - Is the institutional commitment to the career development of the candidate appropriately strong?
    - Is there an adequate level of assurance from the institution that the candidate will be an integral part of the research program?
- Letters from mentor(s):
    - **Is there clear commitment of the mentor(s) to ensure that the remaining funding (not provided by Harvard Catalyst) will come from non-federal funds through the duration of the award?**
    - Are there adequate plans for monitoring and evaluating the candidate's research and career development progress?
    - Are the mentor's research qualifications in the area of the proposed research appropriate?
    - Do (es) the mentor(s) adequately address the candidate's potential and his/her strengths and areas needing improvement?