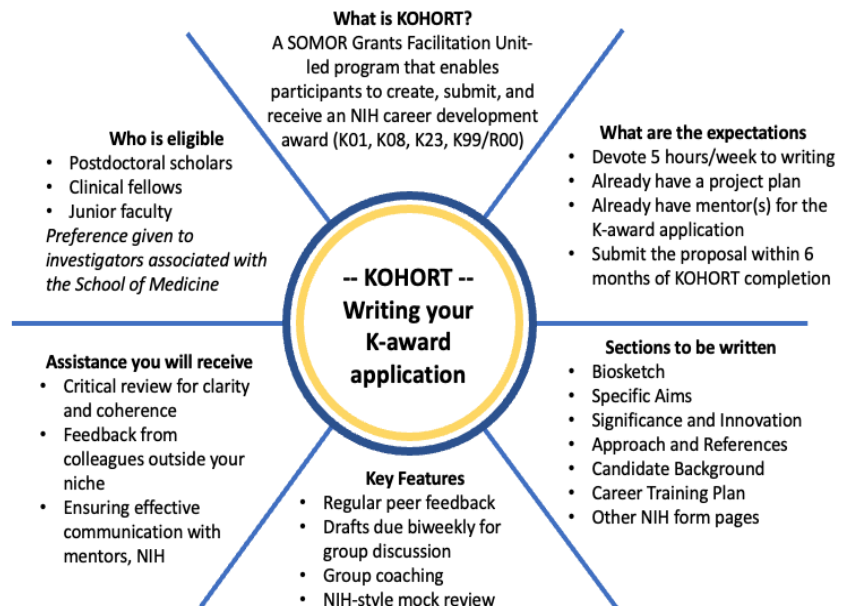


Office of Research  
Grants Facilitation Unit

## 2025 KOHORT K-Award Grant Writing Workshop Application

KOHORT is a 6-month program **solely for postdocs and early-stage investigators**. It was developed and led by the Grants Facilitation Unit (GFU) within the School of Medicine Office of Research.

KOHORT is designed to support School of Medicine-associated investigators by providing a solid foundation in creating, submitting, and receiving a career development award (K01, K08, K23, K99/R00, etc.) from the National Institutes of Health (NIH). It is **not suitable** for investigators writing research (R-series) proposals for NIH or for people writing career development proposals for other funding agencies or foundations.



Our expectation is that KOHORT participants will use this program to prepare an NIH K application for the **October 12, 2025 due date**. If you are working on a resubmission or want to submit an NIH K-award before October 2025 (e.g., June cycle), contact our team for one-on-one support.

KOHORT will consist of highly interactive meetings held on Zoom every other week and involve instruction, participant engagement in peer review, and coaching in small groups. It is important to note that, given the design of the program, **KOHORT will require commitment from both scholars and their primary mentors**.

Scholars are expected to come to meetings with assigned drafts completed, be actively engaged during meetings, and provide peer-to-peer feedback. Mentors are expected to actively participate with their mentee in KOHORT, which involves: 1) participating in the KOHORT Mentor Orientation on March 13; 2) participating in the KOHORT Kickoff session on March 20; 3) critically reviewing mentee's proposal and sharing feedback at a writing group session in August; 4) participating in a mock review session with an outside reviewer in September; and 5) reviewing their mentee's grant application sections throughout the program.

**Application Process:** Please complete the following form and email a single PDF of the required materials to Tracy Huff ([tahuff@ucdavis.edu](mailto:tahuff@ucdavis.edu)) by February 6, 2025. All applications will be thoroughly reviewed, and candidates will be informed of their inclusion in the KOHORT program by February 20, 2025. The KOHORT program will begin on March 20, 2025.

Name: \_\_\_\_\_

Department: \_\_\_\_\_

School or College (e.g., School of Medicine, College of Biological Sciences): \_\_\_\_\_

Email address: \_\_\_\_\_

Your current career stage:

- Postdoc
- Clinical fellow
- Assistant professor
- Associate professor
- Other (specify) \_\_\_\_\_

By October 2025, what will be your career stage?

- Postdoc
  - How many years of postdoctoral training will you have had by October 2025? \_\_\_\_\_
- Clinical fellow
- Assistant professor
- Associate professor
- Full professor
- Other (specify) \_\_\_\_\_

Your highest degree(s) - select all that apply

- MD
- PhD
- MD/PhD
- DVM
- PharmD
- RN

What type of NIH career development award will you write during the KOHORT program?

- K01
- K08
- K22
- K23
- K99/R00
- Other (specify) \_\_\_\_\_

Provide the name(s) of the NIH institute(s) you are targeting for funding: \_\_\_\_\_

Have you submitted an NIH K award before?

- Yes
- No
- If yes, please specify the mechanism and year of submission (e.g., K01 submitted February 2023): \_\_\_\_\_

Do you have an existing Individual Development Plan (IDP)?

- Yes
- No

**Mentor commitment:** Do you have at least one mentor, faculty colleague, or other Scientific Advisor who will assist you in developing the detailed research and training plan as part of your K-award?

- Yes
- No
- If yes, provide your mentor's name, department, and email: \_\_\_\_\_

The KOHORT application requires you to include a **mentor commitment letter** from your mentor. The letter should express the mentor's willingness to participate in the KOHORT Mentor Orientation on March 13, participate in the KOHORT Kickoff session on March 20; critically review their mentee's proposal and share feedback at writing group sessions; participate in a mock review session with an outside reviewer, and review their mentee's grant application sections throughout the duration of KOHORT. The letter should also describe specific plans for the frequency of contact between the mentor and the applicant during the KOHORT program. Finally, each mentor should describe their experience with mentoring and provide a list of their completed and current grants (include name of funder, funding mechanism [e.g., R01, R21, R03, T32, etc.], project title, and their role).

**For junior faculty:** Do you have support from your department chair to submit a K-award proposal?

- Yes
- No
- If yes, please include a **letter from your department chair** approving your participation in this program and confirming that you will have at least 5 hours per week of time to write your proposal during KOHORT.

**Publications. For the following questions, please provide a number as your response.**

How many peer-reviewed research publications do you have? By peer-reviewed, we mean accepted for publication or already published in a peer-reviewed journal. \_\_\_\_\_

How many of these are first author or co-first author publications? \_\_\_\_\_

How many of your peer-reviewed research publications are:

- Original research? \_\_\_\_\_
- Literature reviews? (published either in a peer-reviewed journal or as a book chapter) \_\_\_\_\_
- Case reports? \_\_\_\_\_

How many peer-reviewed conference abstracts have you published? \_\_\_\_\_

### **Citizenship status**

Receiving NIH funding generally requires investigators to be a US citizen or permanent resident. K99 is the only mechanism that funds non-citizens. To ensure that you are applying for the appropriate mechanism, please let us know if you are a citizen or permanent resident (green card holder) of the United States.

- Yes, I am a citizen or permanent resident of the US
- No, I am not citizen or permanent resident of the US

### **Demographic information (Does not affect your selection for this program)**

What is your race/ethnicity? You can select more than one response.

- White - For example, German, Irish, English, Italian, Polish, French, etc.

- Hispanic, Latinx, or Spanish origin - For example, Mexican or Mexican American, Puerto Rican, Cuban, Salvadoran, Dominican, Colombian, other Central or South American, etc.
- Black or African American- For example, African American, Jamaican, Haitian, Nigerian, Ethiopian, Somali, etc.
- Asian - For example, Chinese, Filipino, South Asian, Indian, Pakistani, Vietnamese, Korean, Japanese, etc.
- American Indian or Alaska Native - For example, Navajo Nation, Blackfeet Tribe, Mayan, Aztec, Native Village of Barrow Inupiat Traditional Government, Nome Eskimo Community, etc.
- Middle Eastern or North African - For example, Lebanese, Iranian, Egyptian, Syrian, Moroccan, Algerian, etc.
- Native Hawaiian or Other Pacific Islander - For example, Native Hawaiian, Samoan, Chamorro, Tongan, Fijian, Marshallese, etc.
- Other – (specify) \_\_\_\_\_
- Decline to state

Which of the following best describes your gender identity? You can select more than one response.

- Male
- Female
- Transgender
- Non-binary
- Other
- Decline to state

### Submission

Please email a **single PDF** of your completed application with the following materials to Tracy Huff ([tahuff@ucdavis.edu](mailto:tahuff@ucdavis.edu)) by February 6, 2025. Ensure your application is in the following order:

1. This completed application form.
2. Your NIH Biosketch.
3. Research plan/proposal (1 page max, single-spaced, 0.5 inch margins): Briefly describe your proposed research (e.g., critical need, aims, hypotheses, research strategy and methods, analytical approach, outcomes/impact of research).
4. Training plan (1 page max, single-spaced, 0.5 inch margins): Describe your short and long-term career goals along with the areas you'll propose to obtain training in for your K application. Also, note why you want a K-award at this stage of your career.
5. Mentor selection rationale (0.5 page max, single-spaced, 0.5 inch margins): Please describe why you selected your mentor and why you think they would be a good fit to support you.
6. Mentor commitment letter.
7. Required only for junior faculty applicants: Letter of commitment from department chair.