



STAVROS NIARCHOS FOUNDATION

# Global Center for Child & Adolescent Mental Health

AT THE CHILD MIND INSTITUTE

215 East 50<sup>th</sup> Street  
New York, NY 10022  
(+1) 212.308.3118  
[global@childmind.com](mailto:global@childmind.com)

## SNF Global Center Research Fellowship Program

### Frequently Asked Questions

*April 1, 2024*

#### **The Fellowship**

#### **Who are the funders and organizers of this Fellowship? What are the roles of the Stavros Niarchos Foundation, the SNF Global Center, and the Child Mind Institute?**

The Research Fellowship is one of three Fellowships under the Stavros Niarchos Foundation (SNF) Global Center at the Child Mind Institute. Together, the Research, Clinical, and Communications Fellowships represent an area of focus within the SNF Global Center's mission. The SNF Global Center was made possible via foundational support from the Stavros Niarchos Foundation (SNF) to the Child Mind Institute in 2022. The SNF Global Center at the Child Mind Institute is responsible for their creation, direction, administration, and implementation.

#### **Can projects include the development of innovative technologies or programs? How is intellectual property handled?**

Projects may include different sorts of innovations, provided they are conducted through research within the scope of the Fellowship. Intellectual property, if created by Fellows, remains with Fellows and/or their institutions as per their local policies and arrangements. Fellows awarded in this program commit to advancing open science and capacity building and are not allowed to use their awards for profit.

#### **What are considered indirect costs for the purposes of these Fellowships? Are exceptions to the rule of not allowing indirect costs possible if my institution requires them?**

Indirect costs for the purposes of these Fellowships are those not associated with single identifiable expenses, but rather budgeted in bulk to cover administrative or other expenses associated with different activities or general operations of the institution. No exceptions will be made. However, in the proposed budget, host institutions are encouraged to itemize any costs they expect to incur for the purposes of directly supporting Fellows and their activities, up to 10% of the total budget.

#### **Is it possible to present joint applications involving more than one candidate and/or institution?**

Only one individual candidate per application is allowed. They must be endorsed by a host institution. More than one institution may be involved in the candidate's research and/or training plan, providing there is a single host institution nominating them, and where they plan to base most of their Fellowship.

#### **Will this program be offered again? When, how often, and how many awards will be given?**

This is a new program which plans to award two candidates every year and release its requests for applications in the first quarter of each year.



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## **What sorts of training are allowed during these Fellowships?**

Different modalities and areas are allowed to enrich research, leadership, and capacity building skills and career development of Fellows. These can be in-person and virtual, synchronous, and asynchronous modalities, and may include existing courses and materials from different sources. Candidates are requested to budget expected costs and are encouraged to take advantage of good quality, open source, and free resources which are ubiquitous online, and/or to apply for other awards or funding to participate in paid learning opportunities. The SNF Global Center will also provide learning materials and activities tailored to Fellows' individual and cohort needs. To note, all training activities must be justified and in alignment with their mission, vision, and research and/or training plans, and cannot represent a conflict of commitment with the Fellowships nor be directed to the obtention of an academic or professional degree. Clinical or other training not directly related to research is not allowed.

## **Who can act as a mentor for Fellows? Where should they be based? Can they be based at institutions different from the host?**

Fellows may indicate mentored research as part of their training during the Fellowship, particularly if they are not yet fully independent. For the purposes of these Fellowships and applications, a mentor by default refers to the proposed person(s) who will provide supervision and targeted training to the selected candidates. Mentor(s) need to have qualifications relevant to the proposed Research Project Plan and Training Plan and can be based at the Fellow's host institution or another institution, nationally or internationally. Aside from mentor(s), all selected candidates, regardless of their having requested mentored research training, are encouraged to engage local, national, or international guidance from experts who may act in an advisory (but not supervisory) capacity.

## **What are the networking opportunities for Fellows?**

Structured networking opportunities will include periodic (monthly or quarterly) virtual meetings and annual in-person meetings including Fellows from the same cohort, future cohorts, and other SNF Global Center Fellowships (Clinical and Communication Fellows), as well as SNF Global Center members, collaborators, and partners. These events will give Fellows the opportunity to further engage with colleagues at their choosing. In addition, Fellows are encouraged to expand their networking outside of the SNF Global Center sphere through their research and career development activities.

## **Can Fellows travel to advance networking, career development, training, and/or research?**

Yes, short-term travel for conferences and meetings, as well as travel for mentored research training (no more than twenty-four months, total) are allowed in principle. These travel plans need to be budgeted and justified in the application documents, and align with candidate's mission, vision, and research and/or training plans. In addition, Fellows are expected to attend annual SNF Global Center Fellowship meetings – these do not need to be budgeted in the applications.



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## **Candidates' Eligibility**

**Can candidates who are not affiliated with a research institution apply? Can they become affiliated once they start their Fellowships?**

No, candidates must be affiliated with and nominated by an eligible host institution before the time of application.

**Is there any past or current professional level, position, or achievement that would make candidates ineligible, such as reaching professorship or having previous grants or awards?**

Applicants must be within ten (10) years of receiving their final doctoral degree (e.g. Ph.D. or M.D. etc.). Otherwise, there are no specific eligibility or exclusion criteria related to professional level or grant/award achievement. Candidates should closely review the eligibility section of the RFA and must meet all other criteria in order to be eligible to apply.

**What does 'innovative, high-impact research projects' mean? Is there a minimum number of research publications or scientific impact factor needed?**

Successful applicants will demonstrate research production and leadership in projects that have at a local, regional, and/or global level, creatively applied novel solutions and/or advanced knowledge for low- and middle-income communities (targeting mental health, particularly child and/or adolescent preferred but not required). The research record of candidates will not be determined by published impact metrics or total numbers of peer-reviewed publications, alone.



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## **Host Institutions**

### **What kinds of institutions are eligible to host the Fellowships? Can governmental or industry institutions participate as hosts?**

Host institutions may be any officially established institution that conducts research activity through its workforce, and may be private, public, academic (university/scholar), independent (non-profit institute or organization), governmental, or non-governmental, and must be based in a low- or middle-income country. The institution must also meet all other eligibility criteria as per the Request for Applications (RFA). Pharmaceutical or other for-profit industry institutions are not permitted. The nature of the institution must be clearly described in the Institutional Nomination and Information Letter.

### **Who is authorized to represent the institution and provide documentation on its behalf? What if the institution has several departments or colleagues interested in nominating candidates?**

The authorized person of contact is an individual who has been appointed by the participating eligible host institution. The authorized person does not need to be a legal representative, but rather a single individual authorized to serve as the point of contact at the institution for this program's purposes. This person is required to provide their information, including their name, email, and role at the institution, and confirm their authorization to the SNF Global Center before the institution is allowed to participate and nominate candidates. Institutions with several departments or colleagues interested in the Fellowships are responsible for coordinating internally to appoint a single person of contact and nominate a total of up to two (2) candidates.

### **Can different institutions partner for the purposes of hosting candidates?**

Only one host institution can nominate each candidate – applicants must have one (1) primary host institution. Host institutions may formally partner with supporting institutions if legally or operationally required (e.g. a host institution which is not permitted or otherwise unable to receive and manage Fellowship funds may partner with an organization/institution/foundation designated to provide such support, through a previously established partnership). These situations and arrangements must be explicitly described in the Institutional Nomination and Information Letter.



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## **Application Materials and Process**

### **Can candidates ask the SNF Global Center to review a draft of my application or my project before submitting the full application?**

No. Applicants are encouraged to submit a Letter of Intent by the May 15, 2024 deadline as per the instructions provided in the Request for Applications (RFA), but no additional information will be reviewed by the SNF Global Center prior to the application deadline (June 15, 2024). We encourage candidates to review thoroughly and discuss the RFA with their host institutions and mentors (if applicable), and to email the SNF Global Center at [applications@childmind.org](mailto:applications@childmind.org) with questions.

### **Will applicants receive feedback on my application materials?**

While the SNF Global Center cannot guarantee the provision of detailed feedback to applicants, all applicants will receive a written receipt confirming the submission of their application materials. All applicants will be notified of the selection committee's decision regarding their application.

### **What can candidates and/or institutions do if they have not received submission links or instructions, or do not have access to the application portal?**

Candidates and institutions should ask their institution's authorized point of contact if they have confirmed eligibility with the SNF Global Center and nominated the candidates. If there are outstanding questions, candidates and/or institution representatives should consult at [global@childmind.org](mailto:global@childmind.org).

### **Can applicants edit/correct an application after it is submitted?**

Yes, candidates, institutions, referees, and mentors may edit or correct their submissions through the portal before the submission deadline (June 15, 2024, at 11:59 PM Eastern Time). Full submissions will not be screened nor reviewed before then. Edits after the deadline are not possible unless explicitly requested by the SNF Global Center for correcting technical errors (e.g., misspellings, documents uploaded in the wrong section) for submissions that are otherwise eligible and complete.

### **Can applicants ask questions regarding their application?**

Yes, applicants (candidates and their institutions, referees, and mentors if applicable) may ask questions during the application period by contacting [applications@childmind.org](mailto:applications@childmind.org). This address is monitored only during regular working hours in New York City (9 am to 5 pm, US Eastern Time, Monday to Friday except for holidays), so we cannot guarantee an immediate response. Applicants are encouraged to reach out with questions as early as possible, as we cannot guarantee timely answers if questions are asked in the days leading up to the deadline.



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## Selection Process and Criteria

**Do optional factors within the application, such as the proposed duration of Fellowship, percent of time dedicated to the fellowship within the mandatory range, or whether applicants request mentored research training affect the scoring of the application?**

No, optional factors within compliance of the Fellowships requirements will not affect the scoring per se. All candidates should opt for the elements of the Fellowship that best matches their interests, needs, and aligns with their ability to perform at a high level during the Fellowships. Scoring criteria will consider those options in terms of ensuring they are justified and aligned with the candidate's vision and research and/or training plans, timelines, and budget.

**What should shortlisted candidates expect during the interview?**

Candidates who are invited for an interview should expect to participate in a formal professional interview in a virtual setting in front of a panel of experts who have reviewed their applications and would like to learn more about the candidate. The interviews will also be an opportunity for candidates to ask outstanding questions about the Fellowships and to address anything that may not have been highlighted in the applicant's application materials.

**Can candidates who have previously applied and were not selected apply again in the future?**

Yes, candidates who were not selected can re-apply during future application cycles, providing they continue to meet eligibility criteria of the current application cycle. Candidates are encouraged to review their previous applications with their institutions and mentors, if applicable to identify areas for improvement. The requests for applications for these Fellowships are planned to run annually.



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## **Onboarding of Awardees**

### **What kind of agreements will awarded candidates and their host institutions be required to sign?**

Awarded candidates are required to sign a Fellowship Undertaking Agreement with the Child Mind Institute, which will outline key Fellowship program details and enumerate Fellow's commitments. Their institutions will be asked to sign legal agreements (including a Memorandum of Understanding and project agreements, as needed) with the Child Mind Institute, which will outline program details and mutual commitments of involved parties. These agreements will contain legal language and terms reflecting the policies of the SNF Global Center and the Fellowship program.

### **What is the payment schedule during the Fellowship program?**

The first payment will be processed after execution (signature) of Fellowship Undertaking Agreements by candidates and the Memorandum of Understanding agreements by the host institution(s). The agreements with institutions will specify the Fellowships' payment plan, informed by the budget submitted with the application. The exact details will be coordinated with host institutions during finalization of the legal agreements. Host institutions will be required to invoice the Child Mind Institute with the specified periodicity in advance of budgeted expenses for the corresponding period. Payments from Child Mind Institute are executed within 45 days of invoicing.