

Acceptance of Grants and Awards

Purpose

To define Janelia's policy with respect to applying for and accepting grants and awards on behalf of its researchers.

Scope

This policy applies in full to all researchers who are employed by the Howard Hughes Medical Institute ("HHMI") at Janelia, and all researchers who are visiting Janelia who do not have an affiliation with another research institution.

Researchers who are visiting Janelia and who do have an affiliation with another research institution may have grant funding through their other institution, outside of the restrictions of this policy. However, under this policy, researchers with grant funding through another institution (1) should not treat work done at Janelia as part of a grant-funded project, and (2) should be aware that Janelia takes on no obligations with respect to any such grant funding (including, for example, compliance with any restrictions on the use of grant funds, any certification requirements, or any reporting obligations).

Definitions

Awards are funds that are designated for the support of research (as opposed to funds directed to an individual personally); that are honorific in nature; and for which the researcher did not apply. For more details, see Awards below.

Grants are any funds for which a researcher applies directly through the National Institutes of Health or other similar agencies or non-profits in order to achieve specific scientific aims that the researcher may not independently change. For more details, see Grants below.

Policy

Awards

Janelia will accept the transfer in, or direct award, of "Awards" received by our researchers under certain circumstances. "Awards" are defined as those monetary awards in which the funds are designated for the support of research (as distinguished from awards in which the funds are directed to the individual personally), which are honorific in nature, and for which the researcher did not apply. Such Awards will be accepted only if:

- The terms of the Award do not restrict the researcher's freedom to pursue alternate areas of scientific interest while accepting the related funds;
- The administrative costs associated with complying with the terms of the Award are minimal;
- Compliance does not require the establishment of additional administrative processes not already in place; and
- The administration of the terms of the Award is easily performed by existing staff.

Grants

Janelia will not accept, nor permit its researchers to apply for, "Grants." "Grants" are any funds:

- For which the researcher applies directly;
- Which include specific scientific aims which the researcher may not independently change;
- Provided on condition that there be regular reporting to the funding organization on progress on achieving specific scientific aims;
- For which the administrative costs of compliance are more than minimal or cannot be easily performed by existing staff; or
- Which the Executive Director of Janelia determines are not appropriate for Janelia researchers to accept.

Any funding from a component of the National Institutes of Health or other similar agency shall, by definition, be considered a Grant.

To avoid creating any appearance that Janelia or HHMI is applying for funding, Janelia researchers may not be named as co-investigators, collaborators, or consultants on a Grant application submitted by another institution, even on an unfunded basis. However, a Janelia laboratory head may provide a letter to a collaborator who is applying for a grant, indicating that if the grant is funded the laboratory head will collaborate or consult on the work from Janelia on an unfunded basis; the collaborator may include the letter with the grant application if he or she wishes. Other Janelia researchers may provide similar letters if their laboratory head approves (i.e. is willing to support the lab member's commitment to collaborate or consult on the project in the future if the grant is funded).

HHMI does not have an account with eRA Commons, the online interface used by the NIH and other government agencies, and no such account is to be established by Janelia staff.

Exceptions

Researchers Transitioning to Another Institution: Subject to the approval of the Executive Director of Janelia, a Janelia researcher whose stay at Janelia is ending may apply for a Grant while at Janelia if the application for the Grant is submitted by another institution and the activation date of the Grant is after the end of the researcher's employment or visit at Janelia.

Burroughs Wellcome Fund CASI Program: Postdoctoral researchers at Janelia may apply to the Burroughs Wellcome Fund (BWF) for support under BWF's Career Awards at the Scientific Interface (CASI) program, if they meet the CASI eligibility criteria (including completion of at least 12 months but not more than 48 months of postdoctoral research). CASI grants provide funding over five years to support up to two years of advanced postdoctoral training and the first three years of a faculty appointment. By agreement between HHMI and BWF, if applicants from Janelia are selected for the CASI program, HHMI will provide support at Janelia during the postdoctoral period and BWF support will commence when the applicant moves on to a faculty position at an eligible institution. Please refer to the BWF website for more information about the CASI program, including detailed eligibility requirements. Successful Janelia applicants for the CASI program should inform the Janelia Scientific Program Director of their selection.

Postdoctoral Fellowships: Postdoctoral researchers at Janelia may apply for postdoctoral fellowships from the following organizations: Damon Runyon Cancer Research Foundation; Helen Hay Whitney Foundation; Jane Coffin Childs Memorial Fund; and Life Sciences Research Foundation. By agreement between HHMI and each of these organizations, if applicants from Janelia are selected for these fellowships, the successful applicant will be treated as a fellowship recipient in all respects except that HHMI rather than the fellowship organization will provide support for the successful applicant while he or she continues with research at Janelia during the fellowship term. Please refer to the relevant fellowship organization website for more information, including eligibility requirements. Successful Janelia applicants for one of these fellowships should inform the Janelia Scientific Program Director of their selection.

Interpretation of Policy

Interpretation of this Policy, as needed, shall be made jointly by the Executive Director of Janelia, the Chief Administrative Officer of Janelia, and the General Counsel of HHMI. All decisions of this group shall be binding as to a researcher's ability to accept or apply for a Grant or to accept an Award while at Janelia.

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