

2024 Livingston Application Form

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Please be sure to read the complete [Livingston Award Description](#) before proceeding with this application.

Eligibility Requirements Applicants must meet the following criteria to be considered for an award:

- MD degree (at a PGY-4 level or higher), and/or PhD degree, and be a member of the HMS Department of Psychiatry at time of application with plan for continuation of advanced training
- For MDs: no more than five years have passed since the end of ACGME accredited clinical training
- For PhDs: no more than five years have passed since the end of the conferral of a doctoral degree, or required clinical postdoctoral fellowship
- Cannot hold a faculty appointment of Assistant Professor in the Department of Psychiatry or higher during fellowship period
- Applicants who have received NIH R or K awards as the PI are not eligible to apply for this award
- An individual who receives a Livingston award in one year will be permitted to apply for and receive a salaried fellowship (i.e., Dupont Warren, Kaplen, Zinberg award) in a future year, but not for another Livingston award.
- Agree to submit progress reports at six month intervals, including a final report upon completing the fellowship

Note: The stipend rates are calculated using the MGH PGY-5 and PGY-4 pay scales which are available [online](#).

We encourage applications from individuals that are from systematically marginalized groups that have historically been underrepresented in health-related science research. The term “systematically marginalized” refers to the challenges facing individuals because of their race, ethnicity, gender expression or sexual orientation, socioeconomic status, or similar factors. Eligibility follows NIH criteria for underrepresented populations in U.S. biomedical, clinical, behavioral, and social sciences research enterprise:

Individuals from racial and ethnic groups that have been shown by the National Science Foundation to be underrepresented in health-related sciences on a national basis: individuals identifying their race or ethnicity as Black or African American, Hispanic or Latino or Latinx, American Indian or Alaska Native, Native Hawaiian, and other Pacific Islander. In addition, it is recognized that underrepresentation can vary from setting to

setting; individuals from racial or ethnic groups that can convincingly demonstrate being underrepresented at HMS are encouraged to participate to enhance diversity.

Individuals with disabilities, who are defined as those with a physical or mental impairment that substantially limits one or more major life activities, as described in the [Americans with Disabilities Act of 1990, as amended](#).

Individuals identifying with sexual and gender minority populations, including but not limited to lesbian, gay, bisexual, transgender and intersex (LGBTI) persons”

Individuals from disadvantaged backgrounds, defined as those who meet two or more of the following criteria:

- Were or currently are homeless, as defined by the McKinney-Vento Homeless Assistance Act (Definition: <https://nche.ed.gov/mckinney-vento/>);
- Were or currently are in the foster care system, as defined by the Administration for Children and Families (Definition: <https://www.acf.hhs.gov/cb/focus-areas/foster-care/>);
- Were eligible for the Federal Free and Reduced Lunch Program for two or more years (Definition: <https://www.fns.usda.gov/school-meals/income-eligibility-guidelines/>);
- Have/had no parents or legal guardians who completed a bachelor’s degree (see <https://nces.ed.gov/pubs2018/2018009.pdf>);
- Were or currently are eligible for Federal Pell grants (Definition: <https://www2.ed.gov/programs/fpg/eligibility.html>);
- Received support from the Special Supplemental Nutrition Program for Women, Infants and Children (WIC) as a parent or child (Definition: <https://www.fns.usda.gov/wic/wic-eligibility-requirements>).
- Grew up in one of the following areas: a) a U.S. rural area, as designated by the Health Resources and Services Administration (HRSA) [Rural Health Grants Eligibility Analyzer](#), or b) a [Centers for Medicare and Medicaid Services-designated Low-Income and Health Professional Shortage Areas](#) (qualifying zipcodes are included in the file). Only one of the two possibilities listed can be used as a criterion for the disadvantaged background definition.

Fellowship Application Instructions

Applicants should complete the boxes in the online fellowship application form below for the following:

- **Candidate Qualifications** (title, affiliation, year in training, degrees obtained with year and institution), scholarship record (number of peer-reviewed publications (total), broken down by empirical articles and review/other types of articles, number of first (or co-first) author and senior author (if applicable), record of grant funding (grants submitted and obtained as PI, grants as Co-I or other role), and presentation record (conference or other oral presentations).
- **Diversity, Equity, and Inclusion** describe the project’s potential to address health equity, including, but not limited to, fostering research that measures and reduces

- inequities in psychiatric treatment and includes (or will be applied to in the future) participants from systematically marginalized groups/backgrounds). Separately describe the applicant's diversity as a researcher, if applicable.
- **Responsible Conduct of Research (RCR)**, broadly defined by the NIH, as the application of best practices in the proposing, performing, or reviewing research, or in reporting research results regardless of the scientific or scholarly discipline. Completed and planned trainings throughout the fellowship should be described.
 - **IRB** does the proposed project have an approved IRB protocol, if not, what are plans for obtaining IRB approval?

In addition, the following items must be uploaded as a single PDF in the relevant part of the application form:

1) A **cover letter**, not to exceed one page, with a brief introduction of the candidate and their credentials and institutional affiliation, a narrative description of the proposed project (3 lines max), describe the mentoring team and how the fellowship, if funded, will help advance the applicant's research career and next steps, e.g., how the data will be used (presentations, publications, grant applications) to advance their career.

2) A current **curriculum vitae** in the current Harvard format (<http://fa.hms.harvard.edu/faculty-medicine-cv-guidelines>). Although the Harvard format does not allow the listing of submitted papers, please add these along with the name of the journal to which the manuscript was submitted.

3) A **Research Plan**. This should include: (a) title of project, (b) brief abstract not to exceed 150 words, (c) description of the specific aims of the project, (d) background and significance of the proposed research project, (e) description of the research design, (f) description of methods, (g) discussion of proposed analyses to be used in the project, and (h) timeline for completing the project during the fellowship year. If a two-year full-time award is requested, a clear rationale for the extended project timeline should be provided. The Research Plan has an absolute limit of 4 pages, single-spaced, with standard type size of 15 characters per inch (using Arial or Times New Roman 11 font). One extra page will be allowed for a listing of referenced literature. Appendices will not be accepted.

4) **Mentor Letter**. Mentoring is a key component of evaluating the candidate for an award. The mentor will work with the applicant to select a project that is feasible within the time frame and budget proposed. Support from the Fellow's faculty mentor is an important factor in the evaluation of the application. The mentor must address each item in the [Mentor's Statement](#). The applicant is expected to work closely with their mentor to develop an application that is both scientifically rigorous and feasible within the budget and time commitment proposed.

5) **Other Support**. A listing of other research resources available to support the project

(e.g., supplies, technical assistance, diagnostic laboratory tests).

6) A completed [Budget Page](#), specifying how the award will be utilized, with a brief justification for each item. If salary support is requested for a research assistant, the applicant must specify the tasks to be done by the research assistant and the tasks to be done by the applicant.

7) Optional for Livingston applicants: A **letter from the head of the sponsoring hospital department** that includes a statement of commitment to protect time for research to demonstrate institutional support for the feasibility of the project.

All projects will be reviewed closely for feasibility and the recruitment plan will be evaluated. Clinical trials in particular will need to clearly demonstrate feasibility. Projects involving large scale clinical trials with multiple groups must provide additional assurances that the proposed study has sufficient financial support and can be completed in the proposed time period. Projects that include drug studies or new devices that do not have approved **IND or NDA certification** at the time of application will not be considered.

Projects will be reviewed for their potential to contribute to health equity, including, but not limited to, fostering research that measures and reduces inequities in psychiatric treatment, and/or **increased involvement (among mentors, research teams and study participants)** of individuals from systematically marginalized groups/backgrounds.

Optional: Clicking the following link will download a Word doc template that you can use to prepare your answers to paste into the longer question boxes below.

[TemplateBackupLivingstonFormLongQuestions.docx](#)

Q1 What is your full name (please include your professional degree(s)):

Q2 What is your primary institutional affiliation?

- Beth Israel Deaconess Medical Center (1)
- Boston Children's Hospital (2)
- Brigham and Women's Hospital (4)
- Cambridge Health Alliance (3)
- Massachusetts General Hospital (5)
- McLean Hospital (6)
- VA Boston Healthcare System (7)
- Other (please specify) (8)

Q3 What is your email address?

Q4 If you separately are applying for a salaried fellowship application (e.g., Dupont Warren, Kaplen) and are unsuccessful with that, would your Livingston project still be feasible without the salaried fellowship award? If it would remain feasible, please describe how. In addition, which, if any, components of your project would need to change for the project to remain feasible?

Display This Question:

If If you separately are applying for a salaried fellowship application (e.g., Dupont Warren, Kaplen... =

Q7 Please indicate the amount of Livingston funds that you are requesting:

Q8 Please confirm your eligibility (select all that apply):

No more than five years have passed since the end of your US accredited clinical training (1)

You have not already received an NIH R or K award as the PI (2)

You do not already hold a faculty appointment at the level of Assistant Professor or higher in the Department of Psychiatry (3)

Q9 What is the title of your research project?

Q10 Please enter the name of your mentor(s):

Q11 Candidate Qualifications. Please enter your title, affiliation, year in training, degrees obtained (with year and institution), scholarship record (number of peer-reviewed publications (total), broken down by empirical articles and review/other types of articles, number of first (or co-first) author and senior author (if applicable), record of grant funding (grants submitted and obtained as PI, grants as Co-I or other role), and presentation record (conference or other oral presentations).

Q28 What is your long term goal and what does your time in the coming year look like?

Q12 Please describe your project's potential to address health equity, including, but not limited to, fostering research that measures and reduces inequities in psychiatric treatment and includes (or will be applied to in the future) participants from systematically marginalized groups/backgrounds). Separately describe the applicant's diversity as a researcher, if applicable.

Q13 Responsible Conduct of Research (RCR), broadly defined by the NIH, as the application of best practices in the proposing, performing, or reviewing research, or in reporting research results regardless of the scientific or scholarly discipline. Describe completed and planned trainings throughout the fellowship.

Q14 Does the proposed project have an approved IRB protocol? If not, what are plans for obtaining IRB approval?

Q16 Optional: What is your gender?

- cis woman (1)
 - cis man (2)
 - transgender woman (3)
 - transgender man (4)
 - a non-binary person (7)
 - I prefer to self-identify (5)
-
- I prefer not to disclose (6)

Q17 Optional: What is your race? You may choose more than one option.

American Indian or Alaska Native (Includes all individuals who identify with any of the original peoples of North and South America, including Central America, and who maintain tribal affiliation or community attachment. It includes people who identify as "American Indian" or "Alaska Native" and includes groups such as Navajo Nation, Blackfeet Tribe, Mayan, Aztec, Native Village of Barrow Inupiat Traditional Government, and Nome Eskimo Community) (1)

Asian (Includes all individuals who identify with one or more nationalities or ethnic groups originating in the Far East, Southeast Asia, or the Indian subcontinent. Examples of these groups include, but are not limited to, Chinese, Filipino, Asian Indian, Vietnamese, Korean, and Japanese. The category also includes groups such as Pakistani, Cambodian, Hmong, Thai, Bengali, Mien, etc.) (2)

Black or African American (Includes all individuals who identify with one or more nationalities or ethnic groups originating in any of the black racial groups of Africa. Examples of these groups include, but are not limited to, African American, Jamaican, Haitian, Nigerian, Ethiopian, and Somali. The category also includes groups such as Ghanaian, South African, Barbadian, Kenyan, Liberian, and Bahamian.) (3)

Native Hawaiian and Pacific Islander (Includes all individuals who identify with one or more nationalities or ethnic groups originating in Hawaii, Guam, Samoa, or other Pacific Islands. Examples of these groups include, but are not limited to, Native Hawaiian, Samoan, Chamorro, Tongan, Fijian, and Marshallese. The category also includes groups such as Palauan, Tahitian, Chuukese, Pohnpeian, Saipanese, Yapese, etc.) (4)

White (Includes all individuals who identify with one or more nationalities or ethnic groups originating in Europe, the Middle East, or North Africa. Examples of these groups include, but are not limited to, German, Irish, English, Italian, Lebanese, Egyptian, Polish, French, Iranian, Slavic, Cajun, and Chaldean.) (5)

Other (6) _____

Prefer not to disclose (7)

Display This Question:

If Optional: What is your race? You may choose more than one option. = Asian (Includes all individuals who identify with one or more nationalities or ethnic groups originating in the Far East, Southeast Asia, or the Indian subcontinent. Examples of these groups include, but are not limited to, Chinese, Filipino, Asian Indian, Vietnamese, Korean, and Japanese. The category also includes groups such as Pakistani, Cambodian, Hmong, Thai, Bengali, Mien, etc.)

Q18 Is your nationality or ethnic group within this Asian race category underrepresented in medicine/research?

- Yes (1)
- No (2)
- Unsure (3)

Display This Question:

If Is your nationality or ethnic group within this Asian race category underrepresented in medicine/... = Yes

Or Is your nationality or ethnic group within this Asian race category underrepresented in medicine/... = Unsure

Q19 Optional: Which underrepresented nationality or ethnic group within this Asian race category are you?

Q20 Optional: Is your ethnicity of Hispanic, Latino, or Spanish origin?

- No, not of Hispanic, Latino, or Spanish origin (1)
- Yes, Mexican, Mexican American, Chicano (2)
- Yes, Puerto Rican (5)
- Yes, Cuban (3)
- Yes, another Hispanic, Latino, or Spanish origin (4)

Q21 Optional: We invite you to check as many of the following categories as they relate to your background that you feel are relevant to increasing the diversity, equity, and inclusion of the fellowship. (This information will be kept confidential by the research committee.)

- Race or ethnicity in any of the following categories: Black, Latino, American Indian, Native Hawaiian, or Pacific Islander (1)
- Individuals from racial or ethnic groups that can be demonstrated convincingly to be underrepresented by the grantee institution (2)
- Sexual and gender minority, including but not limited to lesbian, gay, bisexual, transgender and intersex (LGBTI) persons (3)
- Disability (4)
- Homelessness (5)
- Foster care (7)
- Free lunch program (8)
- SNAP/WIC assistance (9)
- Pell Grant eligible (6)
- First-generation college student (10)
- Rural or HPSA residence (11)
- Primary caregiver to a young child (12)



Q24 Please upload a single PDF document that contains all of the following items: a Cover Letter, CV, your Research Plan, a listing of Other Research Resources, the Mentor's Statement, IND or NDA certification (if relevant), a letter from the head of the sponsoring hospital department (optional), and a Budget. (Please refer to the application instructions to be sure that each item in this list contains the required information.)

Q23 Clicking the arrow button below will submit your application.

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