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Annual Request for applications (RFA) open each spring and are aimed at senior postdoctoral fellows who intend to seek tenure-track faculty positions during the upcoming academic year. Awardees will receive a commitment of \$495,000 over three years, activated upon assumption of a tenure-track professorship.

[Policies and Procedures](#)

Letters of recommendation and LOIs due
August 8, 2019



[Overview](#) [RFA](#) [How To Apply](#) [FAQ](#) [Awardees](#)



The Simons Foundation uses an electronic grants submission process. All interested grant applicants must submit their applications online through [proposalCENTRAL](#).

The deadline for LOI submission is Thursday, August 8, 2019 at 5 p.m. EDT.

Accessing the Letter of Intent Application in proposalCENTRAL:

Prospective applicants must submit a letter of intent (LOI) using the LOI application via [proposalCENTRAL \(/o/\)](https://proposalcentral.altum.com/). To start an application in pC, users must first login to their pC

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NOW under APPLICATION LOGIN. Fill in the required fields, check the boxes to agree to pC's Terms of Service and Acceptable Use Policy and then click SAVE. For the next steps see the If You Have an Existing Account in pC section below.

If You Have an Existing Account in pC

For all users with a pC account, log in under APPLICATION LOGIN at <https://proposalcentral.altum.com/> and select CREATE NEW PROPOSAL or click on the GRANT OPPORTUNITIES tab. Scroll down to SIMONS FOUNDATION and then click APPLY NOW for the Simons Foundation Autism Research Initiative – Bridge to Independence Award in order to start the proposal and access the templates. After all sections are completed, you will be able to click on the SUBMIT button.

LOI Requirements and Submission Instructions

To submit a first-stage proposal, the following [proposalCENTRAL](#) sections must be completed:

- **Title Page:** Enter proposal title in this section.
- **Download Templates & Instructions:** The LOI template and the Principal Investigator (PI) biosketch template can be downloaded in the Templates & Instructions or the Attach LOI Documents sections. Attachments can be submitted only as PDF files in the Proposal Attachments section.
- **Enable Other Users to Access this Proposal:** This section allows you to give other users access to your grant application. When you give a person access to your grant application, you can give them one of three levels of permission. These include View Edit and Administrator.

- **Applicant/PI:** Enter the name of the PI for the proposed funding here. While the PI does not need to submit the application him/herself, this section must be filled in for the intended PI for proper proposal tracking and review.

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mentor. The applicant CANNOT submit the letters of recommendation directly. Note Individuals submitting references are referred to as “referee” in proposalCENTRAL. In this section, you will be able to list the referees who will submit letters of recommendation on your behalf through our confidential submission process. To enter the referees:

- Enter and confirm the email address of the referee you have chosen in the text box provided and click the “Add” button.◦ A small pop-up window will open, prompting you for the referee’s first and last name. If the referee is already registered in proposalCENTRAL, the name will automatically display in the window.
- Enter the referee’s full name and click the “Send Email” button, then click “Close Window.”
- An email will be sent to the referee from proposalCENTRAL requesting a confidential letter of recommendation. The email will include instructions, the referee’s proposalCENTRAL account information, and a link for the referee to upload the completed letter of recommendation directly to your grant application.
- To ensure confidentiality, you will not have access to these letters. Once the email is sent, the referee’s name and contact information will appear under the “Letters of Recommendation” section in your application. The referee information is displayed in the table (i.e., name, email address, date/time email was sent, etc.). You can refer to this table to check on the status of the letters that have been uploaded to your application. When each of the letters is uploaded, the status will display as “Submitted.”
- Repeat this process for each referee you wish to add. You will NOT be able to submit your application until three referees are uploaded.

- Letters of recommendation must be submitted by Thursday, August 8, 2019, 5:00 p.m. EDT. It is advised that applicants begin the online application at least three weeks prior to the August 8 deadline for letters of recommendation. Applicants will not be able to submit their proposal without the required

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Proposal Attachments section, where they are also available for download:

- **Specific Aims Page:** The Specific Aims Page should not exceed one (1) page and should be a summary of the proposed project focused on the research aims of the project, including a concise rationale for the hypothesis, description of preliminary data and experimental approach, and impact on autism research.
- **Proposal Narrative:** The Proposal Narrative should not exceed three (3) pages of single-spaced, size 11 text, 0.5 margins. The Proposal Narrative should be considered an expanded version of the Specific Aims Page and used to provide more detail on the following:
 - Relevant scientific background
 - Preliminary results when applicable
 - Specific aims
 - Experimental design
 - Pitfalls and alternative strategies
 - Project significance and relevance to autism
 - Timeline and milestones

Figures, figure legends and references should follow the narrative text and will NOT count towards the page limit. References should be in *Journal of Neuroscience* format, including full author list, title and a link to PubMed. Figures are limited to 10, each fitting on a single page. Please attach them at the end of the three-page narrative in the same PDF file.

- **Biographical sketch:** Please upload biosketch of PI.
- **Overview of scientific interests and goals:** Up to one (1)-page overview of your future research program as an independent investigator and how autism science fit

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required information or files. All missing required information will be listed on the screen. Please correct any missing information before proceeding to the next step.

- **Submit:** You will be unable to submit if you have not provided all the required information. Any missing information will be listed on the screen. If your submission is successful, you will receive a confirmation message on the screen and a confirmation email will be sent to the applicant.

Please note that research proposals exceeding the three (3)-page limit will not be reviewed. No extensions will be given.

Contacts

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