Guidelines for the APS Porter Fellowship Application

Please carefully review and follow the guidelines for your Porter Fellowship application submission. This is the criteria for new applicants, not current fellows seeking a second year of funding.

Applicant's Educational Background

This section of the application will be reviewed for the applicant's potential for success, including:

- Academic record: Evaluation of GPA, course rigor and demonstrated growth or resilience.
- Statement of interest: Clarity of research goals and alignment with physiological sciences.
- Previous awards and experiences: Evidence of dedication to research and contributions to the physiology field.

You must answer the required questions and upload the following documentation (PDFs only) to complete your application and be considered for review.

Transcripts

Obtain and upload the transcripts from your graduate coursework. Unofficial electronic transcripts are acceptable and must be uploaded in PDF form. If any transcript is not in English, please provide a translation of the courses, grades and grading system.

Tell us:

- The month/year you began graduate school.
- The month/year you expect to complete your PhD program.

Tell us…

- Are you the first person in your immediate family to earn a bachelor's degree? (Immediate family refers to parents and guardians.)
- Do you come from a family with an annual income below established low-income thresholds?
- Did you grow up in a low socioeconomic household (e.g., limited financial resources, eligibility for free and reduced-priced meals, or other indicators of economic hardship)?

Applicant's Biographical Sketch (three-page max)

Upload a brief biographical sketch (adhere to NIH guidelines for preparation). Specifically explain the following in the personal statement section:

- Discuss previous career development opportunities and research experiences.
- Discuss your specific interest in studying physiological sciences and career aspirations.

Applicant's Proposal (three-page max)

Formatting guidelines and page limitations: The research proposal is limited to three pages (not including references) using single line spacing with 1-inch margins and 12-point font (Times New Roman, Times or Arial fonts are acceptable).

The applicant's Research Plan is judged on the following criteria:

- Clarity and feasibility: Well-defined objectives, innovative approaches, and feasibility of the proposed research.
- Relevance to physiology: Clear alignment of the research focus with physiological sciences
- Breadth and depth: Evaluation of the research scope and its potential contribution to the field.

Applications must provide sufficient information for the reviewer to assess the focus, breadth, and depth of the proposed research and its applicability to the physiological sciences.

Proposed Research Plan: The proposed research plan must be an original, student-written document describing the research that is to be completed during the duration of the award.

> **Note:** Research plan should *not* be a compilation of sections "cut and pasted" from an Advisor's/PI's grant proposal. Rather, the proposal should be written by the student applicant with only editorial assistance from the Advisor/PI.

Include the following sections:
1. Specific Aims & Hypothesis (no longer than one page)
2. Background and Purpose (1/2 page)
3. Significance of the study (1/4 page)
4. Preliminary Data (if available, no more than one page including figures and tables)
5. Research Design and Methods (one to two pages)
6. Expected Outcomes & Limitations (1/4 page)

Applicant's Background and Goals for Training (two-page limit)
The application must include a personal statement from the applicant addressing the planned value of the proposed fellowship experience and research training program and how these relate to the applicant's needs in preparation for a career as an independent researcher. Font should be 11 points or larger and the document must not be longer than two pages.

Consider:
- What are the unique challenges that you have experienced?
- What activities are planned during the fellowship?

Advisor/Program Director Contact Information
Tell us your Advisor's/Program Director's name and title, department, institution, member ID, mailing address, telephone and e-mail address.

Advisor's/Program Director's Biographical Sketch
Upload your advisor's NIH-formatted biographical sketch, which should be three pages maximum.

Advisor's/Program Director's Research Training Proposal (two-page limit)
This section of the fellowship application is to be completed by the student's advisor/PI. The training environment is judged on:
- Advisor/PI Quality: Evaluation of advisor's experience, mentorship record and relevance to the applicant's proposed research.
- Institutional Resources: Availability of facilities, equipment and support to enable successful research training.

Advisor's Training Plan: The advisor must provide a description of how the student will be mentored during the fellowship to facilitate advancement to degree completion. The mentoring plan is a crucial component of the application and will be reviewed accordingly. The narrative should include the following items:

- Plan to develop the applicant's research capabilities.
- The applicant's participation in activities designed to augment academic success.
- Other training or course work related to mastering technical skills or methods.
- Names, degrees, and titles of other individuals who will be involved in training the applicant.

Provide a description of the environment for research and training of the student including:
- Physical facility.
- Laboratory.
- Technical support.
- Names of current and past trainees. For past trainees, please indicate the position obtained after leaving the laboratory.

Documentation on training in responsible conduct of research, human subjects' use, and care and use of vertebrate animals (as appropriate) must also be provided.

List of Applicant's Other Pending and Current Fellowship Awards/Other Support: Include source/agency and award amount for each. If none, specify none.

Affirmation of Student Written Proposal
Upload a signed and dated statement certifying that the information provided in the application is accurate to the best of the advisor's knowledge and that the research plan was written by the student applicant and approved by the advisor.

Letter from Sponsored Research Office
Please provide a letter from your department chair or sponsored research office stating that they are aware of this proposal and supportive of the application submission.

Recommendation Letters

Two confidential letters of recommendation are required to provide an assessment of the applicant's overall qualifications and potential.

> **Note**: Contact two individuals well in advance of the application deadline to provide recommendation letters, one of which **MUST** be from your research advisor/program director. Enter the email address for each individual so that they can upload the file confidentially.

Recommendation letters will be reviewed for strength and specificity of endorsements, with emphasis on the applicant's research skills and potential.

If you have questions about the Porter Fellowship application, please contact the APS Community Engagement Department.