2025-2026 ACC/ABC MERCK RESEARCH FELLOWSHIP AWARDS

Application Instructions and Frequently Asked Questions

APPLICATION OVERVIEW

Applicants must submit a complete online application by June 11, 2025, at 11:59 p.m. ET.

You can begin your submission by clicking on the "NEW" button at the top of the page.

To submit, you must have an ACC.org account. If you do not have an account, create a free account through this link. Once you have created your account you may return to the application site, login with your new account information and begin a NEW submission.

INSTRUCTIONS

- If you have questions as you complete this application, please reference the detailed information found on *ACC.org*. You may also email *awards@acc.org*.
- You may return to and modify your application until the deadline on Wednesday, June 11, 2025, at 11:59 p.m. ET.

- Uploaded PDF documents must be typewritten using a sans serif font (e.g., Arial) that is no smaller than 11 pts. Margins, in all directions, must be at least .5 inch.

- Applications that do not follow provided guidelines and requirements will **not** be reviewed and **will not be** considered for an ACC/ABC Merck Research Fellowship Award.

For illustration only, this document shows what you'll complete in the online form.

PART 1: PERSONAL DATA

First name   Middle initial   Last name

Degree(s)

Email   Phone

PART 2: PROJECT TITLE

- This is your working project title entered to initiate your application. We will use the Project Title entered in the Project Proposal section of the application as your official title.

Research Project Title

PART 3: EDUCATION AND EXPERIENCE

- You will be required to upload your Curriculum Vitae in the Attachments section of this application, which must detail information about your education and career experience.

I am currently participating in a CV Disease Fellowship Program recognized by the ACGME or AOA: [Yes/No]

Cardiovascular Disease Fellowship Program Institution

Present year of fellowship training (specify 1, 2, 3)

I am a current member of the American College of Cardiology (ACC): [Yes/No]

I am a current member of the Association of Black Cardiologists (ABC): [Yes/No]

PART 4: PROJECT PROPOSAL

Project Title

Brief Project Description [2-3 sentences]

How will your proposed project support your career goals? [2-3 sentences maximum]

Program Director

- Information about your program director is required.

_____

Program Director Name

_____

Program Director Title

_____

Program Director Institution

_____

Program Director Email

_____

Program Director Phone

Is your program director also your preceptor? [Yes/No]

Do you have confirmed or pending external sources (e.g., NIH, AHA) of major salary support? [Yes/No]

PRECEPTOR

- This section is required if your Training Program Director is not the Preceptor for your proposed research project. In this scenario, your second letter of recommendation must be from your Preceptor. This will be uploaded in the Attachments section of the application. This allows you to provide two recommendations in total.

Preceptor Name

Preceptor Title

Preceptor Institution

Preceptor Email

Preceptor Phone

COLLABORATOR

- This section is required if your Training Program Director is also serving as your Preceptor (i.e., you have not listed a Preceptor). In this scenario, your second letter of recommendation must be from a Collaborator on the project you are proposing. The recommendation letter will be uploaded in the Attachments section of the application. This allows you to provide two recommendations in total.

Collaborator Name

Collaborator Title

Collaborator Institution

Collaborator Email

Collaborator Phone

PART 5: ALL ATTACHMENTS

Curriculum Vitae [Document Upload]

- Your CV must include clearly defined sections outlining your education, licensure and certification(s), professional experience and appointments, honors and awards, and publications. Please see the FAQ section at the end of this document for details on what to include in your CV.
- Document length maximum: None

Research Experience [Document Upload]

- For each current or prior experience list the institution, timeframe, and a brief description of your role(s). The list should be in chronological order.
- Document length maximum: 1 page

Career Development Plan [Document Upload]

- Describe your career goals and how your proposed project will support them.
- Document length maximum: 1 page

Proposal [Document Upload]

- Your proposal should include a detailed description of the clinically oriented project which would be undertaken during the year of supported work. The proposal should be organized into five sections: 1) summary/overview; 2) project aim; 3) background; 4) methods; 5) significance.
- Document length maximum: 7 pages

Letter of Recommendation: Program Director [Document Upload]

- The letter of recommendation from the Training Program Director or Preceptor should corroborate the applicant's Career Development Plan and include a detailed description of the training program, including the facilities and resources available, the number and nature of trainees in the laboratory or program, as well as document confirmed or pending external sources (e.g., NIH, AHA) of major salary support for the applicant.
- If the Program Director is also the Preceptor, a second letter of recommendation should be submitted from another faculty member as a collaborator.
- Document length maximum: 2 pages

Letter of Recommendation: Preceptor [Document Upload]

- This letter only needs to be provided if the Preceptor is *not* your Training Program Director. The letter must be from the person listed in the Project Proposal section of the application.
- Document length maximum: 2 pages

Letter of Recommendation: Collaborator [Document Upload]

- This letter is required if your Training Program Director *is* also serving as your Preceptor. This allows you to provide two recommendations. The letter must be from the person listed in the Project Proposal section of the application.
- Document length maximum: 2 pages

PART 6: REVIEW MY WORK

- This page will show whether your submission is complete or not and gives you the option to delete your submission.
- Review the summary of your submission and obtain a print-friendly version for your records.
- Under "Submission Steps" on the left side of the page the section headings serve as links to those pages/sections of your submission and may be used to navigate between sections of the application.
- The date your submission was last edited may be found next to the words "Current Date/Time". This will change each time there has been an alteration.
- After uploading your documents, click "Save/Continue", which will complete your application. You will still be able to make changes to your application until the deadline on June 11, 2025, at 11:59 p.m. ET.
- A submission is complete when you see, "This submission is complete and will be sent for review." There is **not** a separate "Submit" button.

FREQUENTLY ASKED QUESTIONS

How many research awards will be funded?

- Three one-year fellowships in the amount of $100,000 each will be awarded as salary support for a year of full-time research in adult cardiology. The year of research will begin in August 2025 and conclude by July 31, 2026. One of the awards will be given to a current member of the Association of Black Cardiologists (ABC). We are grateful to Merck for the grant funding for the three research awards.

When will applicants be notified regarding the decision?

- Awardees and non-winners will be notified in August 2025 regarding the Research Fellowship Award Committee's decision.

Can I make edits to my submission **before** the deadline?

- Yes. You may return to and modify your application until the deadline on Wednesday, June 11, 2025, at 11:59 p.m. ET.

Can I make edits to my submission **following** the deadline?

- No. Edits may not be made to your submission after the deadline. This includes modifying information entered within form fields or providing updated documents, even if you have errors in your submitted information.

I am not currently enrolled in an accredited training program. May I apply for a research fellowship award?

- No. Fellowship award applicants must be enrolled in an ACGME or AOA accredited training program.

May I apply for an award and then defer it for a year?

- No. Applicants may not defer awards. If they are selected as an awardee, they must accept and use the funding for the year in which the award was intended.

What types of details must be included in my Curriculum Vitae?

- Your CV must include clearly defined sections outlining your education, licensure and certification(s), professional experience and appointments, honors and awards, and publications. The information included should, at minimum, cover:
  - Education: Institution, degree, and period of attendance in chronological order
  - Professional Experience and Appointments: Internships, residency, fellowship, etc. with the name of the institution and period of participation in chronological order; listing of faculty appointments with the name of the institution and period of participation in chronological order
  - Licensure and Certification(s): Current license(s) and State; certification(s) with the name of the Board
  - Honors and Awards: Name and description of the award with date in chronological order
  - Publications: List all the publications for which you are the author or coauthor, including the names of all authors, article title, journal, volume number and date of publication

What is the process for accepting a fellowship or career development award?

- Those selected to receive a research fellowship award program will be required to complete an acceptance form and provide specific documentation to the ACC for payment of salary support directly to their institution.

If I receive a research fellowship award, do I have to attend the ACC's Annual Scientific Session?

- Yes. Recipients are required to attend ACC.26 in New Orleans where they will be acknowledged as an award winner.

Does the College provide travel reimbursement for attending the Annual Scientific Session?

- Yes. Travel reimbursement, up to $2,000 per awardee, is provided. Awardees must provide original receipts to be reimbursed for travel-related expenses such as hotel, coach airfare, meals, and ground transportation.

How much time must be spent on the funded research during the duration of the Award?

- At least 75% of the awardee's time must be dedicated to the proposed research during the duration of the award period.

May indirect costs (overhead costs) or supplies associated with your research be applied to your research fellowship award grant?

- No. The award grant may **not** cover research supplies or institutional overhead. It is anticipated that the grant will furnish a portion of the faculty member's total salary, and that the awardee will derive the balance of their salary support from other sources (e.g., department funds).