

GENERAL INFORMATION

Purpose

The Postdoctoral Fellows Grant Program provides three-year fellowships to recent PhD graduates from around the world to support the development of their chemical research careers in Texas. The aim is to fund fellows who intend to tackle important chemistry-related problems in interesting and novel ways within laboratories that provide world-class training.

Eligibility

The eligibility requirements are those listed for the Life Sciences Research Foundation (LSRF) postdoctoral program *in addition to* these Welch Foundation eligibility requirements. Candidates must have received their PhD from an institution outside of the state of Texas and be seeking a position at an institution within the state of Texas, to conduct fundamental chemical research. Funding preference will be given to candidates who have not yet joined the proposed sponsoring laboratory at the time their applications are submitted.

Consonant with other research grants funded by the Welch Foundation, ‘chemical research’ includes all subfields of Chemistry (organic, inorganic, physical, analytical, quantum, surface, theoretical, medicinal, catalysis, earth, space, and electrochemistry) and the allied fields of Biochemistry, Chemical Biology, Chemical Physics, Chemical Engineering, Materials Science, and Nanoscience (including Photonics and Plasmonics).

General Information

Applications must be submitted through the Life Sciences Research Foundation (LSRF) (<https://lsrf.org/apply/>) and adhere to the LSRF deadlines and eligibility requirements, with the additional Welch eligibility requirements described above. Award disbursement requires a fully executed LSRF Institutional Agreement and formal approval by the applicant’s sponsoring institution of the Foundation’s grant award letter. Successful applicants will be named a “Welch Postdoctoral Fellow of The Life Sciences Research Foundation” and are expected to acknowledge this in their publications. It is anticipated that three (3) fellowships will be awarded annually.

In addition to the annual Salary Stipend (\$79,000) and Research Allowance (\$6,000) paid through LSRF, Welch will provide directly to the host institution a \$20,000 supplemental research grant with the fellow named as principal investigator. This grant is intended to provide the fellow with additional resources for research (e.g., reagents and small equipment) and professional development (e.g., scientific meetings and publication charges). Funds can be carried forward to the next year and requests for no-cost extensions will be considered. Unlike the LSRF research allowance, the Welch grant cannot be used for out-of-pocket healthcare or childcare expenses and the funds cannot be escrowed for future use.

Review and Notification

The Welch Foundation Scientific Advisory Board will review the applications of all the LSRF finalists who qualify for this fellowship program and will make funding recommendations to the Welch Foundation Board of Directors who will make the final funding decisions. The Welch Foundation will notify LSRF of the fellows approved for funding. Notification to the recipients of the Welch fellowship will be communicated by the LSRF followed by a public announcement.

POST AWARD GUIDELINES & PROCEDURES

Grant Management

After you are awarded your fellowship, your original application will be activated in the Welch grant portal called Proposal Central. All Welch Foundation grant administration tasks will be handled within Proposal Central both by the postdoctoral fellow and the LSRF. (Your original proposal is uploaded by LSRF.)

Current registered users of Proposal Central can login with their username and password. New users of Proposal Central will need to create an account by using the “Need an Account” link and completing the registration process. After registration, new users must complete their Professional Profile. None of the information collected in Proposal Central will be communicated outside of the Welch Foundation without the express permission of the fellow.

If you have difficulties, contact Proposal Central Customer Support:
Toll-free U.S. and Canada 1-800-875-2562 Email: pcsupport@altum.com
Normal Business Hours: 8:30 am – 5:00 pm EST (Monday - Friday)

Control of Research

The conduct and supervision of all research performed under a Foundation grant shall be within the exclusive control of the grantee institution. In accepting a fellowship, the grantee institution agrees to assume the entire responsibility for the research, for taking any necessary precautions for protection of persons and property, for proper operation and maintenance of all equipment in research activities and for safe disposal of any hazardous waste materials.

Attribution Rights

Any publication in scientific media shall include an acknowledgement referencing the Welch grant number and stating that the research was funded in part by a grant from The Welch Foundation. For example: J.D. (P.I initials) is a Welch Postdoctoral Fellow of the Life Sciences Research Foundation (Grant # R-XX-0001-20250403, where “XX” is a code for the awardees institution). In addition, the background section of any patent application filed on an invention made with the assistance of a Welch Foundation grant shall include an acknowledgement referencing the Welch grant number and stating that the development of this invention was funded, in part, by The Welch Foundation.

Grant Payments

The required grant funds are paid by the Foundation to the LSRF before July 1 and will be distributed to the postdoctoral fellow’s institution as per the LSRF guidelines. The Welch supplemental research grant funds are normally paid to the host institution at the beginning of the grant year, which will be August 1.

Leaves of Absence

If a fellow expects to be away from the grantee institution for an appreciable period of time, the Foundation must be informed in advance of the circumstances of the leave and must adhere to the requirements of LSRF.

Transfers

As with the LSRF, the Welch Foundation will allow a transfer of the fellowship to another laboratory, as long as the new laboratory is at an institution in the state of Texas. A transfer to a lab outside of Texas will terminate all Foundation support (including funds furnished by Welch through the LSRF.)

Deliverables

The year-end reports submitted to LSRF must also be submitted by the fellow through Proposal Central by August 15th for year one and two, and by September 30th after the end of the third (final year):

1. **Research Report** – This report should be identical to the one submitted to the LSRF.
2. **Financial Report** – This report will include expenditures you report to LSRF (\$85,000) in addition to the Welch supplemental research grant funding (\$20,000) during the most recent fellowship year (August 1 - July 31). All amounts should be reported on a cash basis. Residual funds can be carried forward to the next year and requests for no-cost extensions will be considered (see below). Unlike the LSRF research allowance, the Welch supplemental funds cannot be used for out-of-pocket healthcare or childcare expenses and cannot be escrowed for use beyond the three-year fellowship.
 - a. *Personnel Costs* – For year-end reporting, you must only enter expenditures and descriptions in the “expenditure” column. Supplemental personnel costs taken from The Welch Foundation’s additional \$20,000 may not exceed \$5,000 per grant year, including fringe benefits.
 - b. *Permanent Scientific Equipment* – Follow your university’s capitalization and reporting policies for permanent equipment. Each item costing \$5,000 or more should be listed as a separate line in this category, identifying the equipment and its exact cost. Equipment items costing less than \$5,000 should be entered in the Expendable Scientific Items category.
 - c. *Expendable Scientific Items* – If expendable items have been purchased, add lines for each category of expendables and note the expenses in the expenditure column.
 - d. *Publication Expenses* – Add a line showing the amount of the publication expenditures.
 - e. *Travel* – Add a line showing the amount of the travel expenditures. Total expenditures may not exceed \$7,500 per grant year.
 - f. *Other Expenditures* - (e.g., core lab services)
 - g. *Other Changes* - Welch Internal Use Only – Do not use this line.
 - h. *Carry Forward* - Welch Internal Use Only – Do not use this line.
3. **In-Person Meeting** – The Fellow is expected to attend the annual Welch Conference in Houston, Texas in October of each year to meet with Foundation representatives. Hotel accommodations (if needed) and conference furnished meals will be provided at the conference venue. Travel expenses are the responsibility of the fellow and are eligible expenditures from the supplemental grant funds.

Note: Inputs for expenditures are found in the “Budget” area of Proposal Central grant record. Populating approved carry forward amounts will be handled by Welch when the prior year expenditures are approved. The “Proposed”, “Awarded”, and “Carry Forward” columns should not be altered in any way from what was approved previously by The Welch Foundation. At year-end reporting time, postdoctoral fellows and university officials should be entering only expenditures. The “Expenditure” column does NOT have to match the “Proposed” column. Both the fellow and university officials must digitally sign the report before submission. Individuals must be logged into Proposal Central as themselves before entering their electronic signature. We do not accept someone signing on someone else’s behalf. Once completed, the report may be submitted by either signatory.

No-Cost Extensions

Postdoctoral Fellows may request a no-cost extension for the Welch supplemental research grant funds for up to 12 months to continue work within the same laboratory. Transferring NCE funding to a new laboratory is not allowed. Requests must be submitted to The Welch Foundation prior to the current termination date using the 'deliverable template' for no-cost extensions and submitted via the correspondence section in Proposal Central. The request must explain the need for the extension beyond the established end date, include an estimate of the unexpended balance at the grant's end date, and describe how the balance will be used. Anticipating an unexpended balance when the grant expires is not a sufficient justification for an extension. The Foundation, in its sole discretion, will ascertain the need and term for any extension based on the details provided in the request.

Extension requests will NOT be considered after the grant has expired.

Termination of Fellowships

The Foundation must be notified immediately if a fellowship is terminated prematurely for any reason. The following shall be forwarded to the Foundation within 60 days after the termination of a fellowship for any reason:

1. Final Progress Report.
2. Final Financial Statement.

A refund of any unexpended balance will be requested after the Final Financial Statement has been approved, and due to The Foundation within 30 days.

Documentation

As a condition of a grant, all Welch documents in connection with a grant must be submitted through Proposal Central and signed by the principal investigator and persons authorized by the institution to sign such documents (e.g., Research Dean or Signing Official). Scanned original signatures and digital signatures are considered original signatures.