



Fogarty Global Health Training Program

Harvard University
Northwestern University

Boston University
University of New Mexico

HBNU Application Instructions and Requirements

Awards for the 2027–2028 program year are contingent upon continued funding of the LAUNCH Fellowship Program and the HBNU Fogarty Global Health Fellowship.

The HBNU Fogarty Global Training Program application will be submitted through a central, online application which you can access through the HBNU website. This document lists the application components and requirements. Please be sure to discuss these components with your HBNU-affiliated U.S. mentor and your international (LMIC) site mentor.

If you have any questions or concerns while preparing your application materials, please contact the HBNU Senior Training Programs Coordinator, Petra Huang (pshuang@hsph.harvard.edu).

Table of Contents

1.	Personal Statement (<800 words).....	2
2.	Research Proposal (<1,000 words).....	2
3.	Statement of U.S. Health Importance (<200 words)	2
4.	IRB & Ethical Approval Plan (<500 words)	3
5.	Additional Funding (if applicable; <300 words)	3
6.	Fellowship Timeline (<500 words)	3
7.	Short-Term Training Proposal (if applicable; <500 words)	3
8.	Budget (<500 words).....	4
9.	NIH Common Form Biosketch	4
10.	Transcript (doctoral and professional students only)	4
11.	Mentorship Plan (<500 words).....	4
12.	Letters of Support.....	5
13.	Letter of Commitment (if applicable).....	5
	Annex 1: Guidance on medium and high-priority HIV/AIDS proposals	6
	Annex 2: Examples of Short-Term Training Activities to Consider	7
	Annex 3: NIH Common Form Biosketch Instructions	8

1. Personal Statement (<800 words)

Please submit this as a PDF document and name the file “1_Last Name_Personal Statement”

Please describe why you are seeking an international mentored research experience at this stage of your career, including your short- and long-term goals in global health or research in international settings. Explain how this specific program fits your training needs and what you hope to gain from close mentorship to advance toward independence as a researcher.

2. Research Proposal (<1,000 words)

Please submit this as a PDF document and name the file “2_Last Name_Research Proposal”

Describe your proposed research project. Please use the following format:

1. Research Project Title (write your project title in Title Case, capitalizing all major words).
2. Specific Aims
3. Research Plan
 - a. Significance
 - b. Innovation
 - c. Approach/Methods
4. References (does not count toward word limit)

Applicants should be sure to A) provide an explicit discussion of the significance of the proposed research; B) provide some demonstration of sufficient power to draw conclusions (e.g., power analyses) or discuss what informed the numbers; C) provide a clear description of the training benefits likely to be derived from the scope of work proposed.

For applicants submitting a proposal that is focused on HIV/AIDS, **please see Annex 1 for additional guidance.**

3. Benefits of Research to the United States (<300 words)

Please submit this as a PDF document and name the file “3_Last Name_US Statement”

Please describe why the proposed research is best conducted in the international setting rather than exclusively in the United States. Applicants should explain the scientific value of conducting the study in an LMIC, including access to populations, diseases, exposures, health systems, or research infrastructure that provide unique opportunities to generate knowledge that may not be attainable in a U.S.-based study alone. Applicants should also discuss how findings from the research, as well as the skills, knowledge, and collaborations gained during the fellowship, will contribute to addressing U.S. health priorities, strengthening U.S. research capacity, and improving the health of Americans.

- **Advance NIH’s Mission:** Explain how the proposed research addresses important health challenges, advances scientific knowledge, or reduces disease burden in alignment with [NIH’s mission and priorities](#).
- **Justify International Sites:** Briefly justify [why the international site is essential](#) to the proposed research, such as access to unique populations, diseases, exposures, health systems, or research resources not readily available in the United States.
- **Describe Direct Relevance to American Health:** Describe how the findings, training, and collaborations resulting from the fellowship will inform U.S. health priorities, strengthen U.S. research capacity, and improve health outcomes for Americans.

4. IRB & Ethical Approval Plan (<500 words)

Please submit this as a PDF document and name the file “4_Last Name_IRB Plan”

Describe your timeline for applying for Institutional Review Board and ethical approvals. This may include the U.S. (HBNU institution) and international collaborating institutions/national IRBs. **Please be sure to include all IRBs/ethical review boards from which you will seek approval.**

5. Additional Funding (if applicable; <200 words)

(If applicable) Please submit this as a PDF document and name the file “5_Last Name_Cofunding”

Please describe any additional sources of funding that you have available for your project/fellowship, or that you are applying for. This includes T32, D43, or MEPI grant support, secondary fellowships, K- award, etc. **If none, please do not submit.**

6. Fellowship Timeline (<500 words)

Please submit this as a PDF document and name the file “6_Last Name_Timeline”

Describe what you intend to accomplish within the 12-month time frame (official fellowship dates are July 1 to June 30), the feasibility of the study within the available time frame, and the next steps to advance your research. Be sure to account for the time needed to obtain ethical approvals prior to beginning your research.

7. Short-Term Training Proposal (**FOR LMIC FELLOWS ONLY**; <500 words)

(If applicable) Please submit this as a PDF document and name the file “7_Last Name_Short Training”

International fellows are expected to travel to their U.S. HBNU site for 1–3 months during the fellowship year. Candidates should discuss this with their mentors and submit a short proposal of the activities they will undertake in the U.S. Short-term training activities are designed to provide LMIC fellows with experiences and skills that are unique to the U.S. academic and research environment.

Fellows should engage in specialized training or work to complete aspects of their research that cannot be accomplished in their home institution (e.g., lacking the necessary equipment). The fellow simply working on their research in the mentor’s lab is not considered a “unique experience.” We acknowledge that for some types of research, it will be easier to plan unique experiences. Please work closely with your mentor to brainstorm ideas.

Please note that we expect this plan to be high-level and tentative. If awarded, fellows will have the opportunity to submit a more detailed short-term training plan during fellowship onboarding. **Please refer to Annex 2 for examples of short-term training activities to consider.**

A note on U.S. visa requirements: HBNU is actively monitoring the evolving visa situation in the United States, which continues to present challenges for fellows from certain countries. For the purposes of this application, please develop your U.S. training plan as intended — outlining the activities and goals you would pursue at your U.S. institution. If you are ultimately unable to secure a visa due to current restrictions, HBNU will work with you and your mentors at that time to identify and approve an alternative international training site where equally rigorous training can be completed. Any alternative plan will require prior approval from HBNU leadership before being finalized.

8. Budget (<500 words)

Please submit this as a PDF document and name the file “8_Last Name_Budget”

Provide a high-level budget that outlines the major costs needed to complete your research. This budget should only include direct costs for your research and may include costs associated with research dissemination. **Travel and living expenses should not be included in this budget.**

Please note that the **total amount approved** for research funds under this fellowship is **\$15,000**.

9. NIH Common Form Biosketch

Please submit this as an NIH Common Form Biosketch (certified PDF through SciENcv) and name the file “9_Last Name_HBNU Biosketch”

Please submit a Common Form Biosketch for the candidate and the two mentors. For instructions on the NIH Common Form Biosketch, **please refer to Annex 3**.

We recognize that some candidates may not have an eRA Commons account or an institutional affiliation that provides access to an eRA Commons account and SciENcv. In these cases, it is acceptable to submit the [previous NIH biosketch format](#) instead of the Common Form Biosketch.

- Yourself
- Your HBNU-affiliated U.S. mentor
- Your international site mentor

You and your mentors should tailor your biosketches to this application (e.g., at the very least, mentor biosketches must make a general reference to their history and experience with mentorship).

10. Transcript (doctoral and professional students only)

(If applicable) Please submit this as a PDF document and name the file “10_Last Name_Transcript”

Doctoral and professional student applicants must provide a PDF copy of their most recent transcript. **Non-official transcripts are preferred.** Post-doctoral applicants do not need to include a transcript.

11. Mentorship Plan (<500 words)

Please submit this as a PDF document and name the file “11_Last Name_Mentorship Plan”

Describe your proposed mentorship plan. The plan should outline practical experiences to be gained, career development activities, any relevant coursework, and benchmarks for evaluating the success of the training experience. Please include:

- **Mentors:** Names, affiliations, and backgrounds of your U.S. HBNU-affiliated mentor and LMIC Site Mentor; justification for selecting each mentor; and whether you have previously worked with them.
- **Mentor Roles and Engagement:** Each mentor's role in the research project, including specific activities they will support, and the frequency and location of meetings.
- **Training and Career Development Goals:** Goals of the mentoring relationship, practical experiences to be gained, career development activities, coursework (if applicable), and evaluative benchmarks for success.
- **Resources and Infrastructure:** Available mentoring, research, and institutional resources that will support the proposed project.

12. Letters of Support

Please submit your signed letters of support as PDF documents and name the files “12_Mentor Last Name_LOS”

Candidates must secure the support of at least two mentors: one U.S.-based mentor from an HBNU-affiliated U.S. institution (Harvard University, Boston University, Northwestern University, or the University of New Mexico) and one mentor based at an HBNU-affiliated LMIC research site. Applicants should identify and contact mentors whose expertise aligns with their proposed research project.

Mentor lists on the HBNU website are provided as a resource but are not exhaustive. Candidates may work with mentors who are affiliated with an HBNU institution or international research site but are not currently listed on the website. HBNU is happy to add eligible mentors to its listings as needed. In general, primary mentors should hold a faculty appointment at the rank of Assistant Professor or higher, or the equivalent rank at their institution.

Candidates are welcome to assemble multi-mentor teams or include additional mentors based on the needs of their research project. However, all applicants must identify two primary mentors on their application: (1) one U.S.-based HBNU mentor and (2) one LMIC site-based mentor.

All applicants must obtain and submit letters of support from both primary mentors. Applicants should communicate with their proposed mentors in advance to discuss the proposed project and obtain their endorsement of the application.

Letter 1: Fellows should have the support of at least one program-affiliated faculty mentor from one of the four participating consortium institutions (Harvard University, Boston University, Northwestern University, and University of New Mexico).

Letter 2: Fellows must also have the support of at least one mentor from their HBNU-affiliated international site who is willing to serve as the fellow’s international site mentor. International mentors can be found on the HBNU website.

13. Letter of Commitment (if applicable)

(If applicable) Please submit this as a PDF document and name the file “13_Last Name_Letter of Commitment”

If the applicant would need to take time off from a current academic, residency, or fellowship program or a current position in order to participate in the HBNU program, an additional letter must include the endorsement of the program director or current supervisor.

The letter must acknowledge that the applicant, if selected, will be required to work 40 hours per week (at a minimum) on their HBNU project for 12 months. The letter must also describe how the applicant’s current workload will be reduced to provide this protected time.

Annex 1: Guidance on medium and high-priority HIV/AIDS proposals

1. The contents of the application must justify the use of HIV/AIDS funding. The application must clearly focus on HIV/AIDS. The mere presence of an HIV group in the proposed study does not make it an HIV/AIDS study.
2. Applications must align with the Office of AIDS Research's (OAR) research strategy. For more information about the NIH definition of medium and high-priority HIV/AIDS research areas, [please review this page](#).
3. HIV or AIDS should be meaningfully included throughout the application: in the title, background, hypothesis, specific aims, approach, etc.
4. There must be explicitly stated HIV/AIDS-relevant outcomes, particularly in the study approach. Please note that merely determining the HIV positivity rate is not sufficient for justifying HIV/AIDS funding.
5. Particularly for TB studies, there needs to be explicit targeting of HIV/AIDS patients. Known TB/HIV comorbidity does not justify the use of HIV/AIDS dollars.

Annex 2: Examples of Short-Term Training Activities to Consider

1. Hands-on Training with Cutting-Edge Technologies:
 - Use of state-of-the-art imaging facilities (e.g., MRI, PET scans) for biomedical research.
 - Access to advanced laboratory instruments such as CRISPR gene-editing tools or high-throughput sequencing platforms.
2. Participation in High-Profile Scientific Conferences and/or Workshops:
 - Attending major scientific conferences or symposia in their field of study, such as the American Association for Cancer Research (AACR) Annual Meeting or the American Society of Tropical Medicine and Hygiene (ASTMH) Conference.
 - Engaging in specialized workshops or boot camps on emerging topics like artificial intelligence in healthcare or advanced bioinformatics.
3. Engagement in Interdisciplinary Collaboration:
 - Collaboration with multidisciplinary research teams that include leading experts from various fields such as engineering, computer science, and public health.
 - Participation in interdisciplinary projects that bridge clinical research with basic science, engineering, or social sciences.
4. Involvement in Clinical Trials and Patient-Centered Research:
 - Participation in large-scale clinical trials or observational studies being conducted at the partner institution.
 - Shadowing clinical researchers and gaining exposure to patient-centered research methodologies in diverse healthcare settings.
5. Exposure to Regulatory and Ethical Frameworks:
 - Training sessions on U.S. regulatory frameworks for clinical research, including FDA regulations and Institutional Review Board (IRB) processes.
 - Attending ethics seminars focused on research ethics, data privacy, and informed consent in the U.S. context.
6. Networking with Leading Experts and Institutions:
 - Networking events with key opinion leaders and researchers in their field at the host institution or affiliated organizations.
 - Visits to other renowned research institutions, hospitals, or biotech companies in the area to foster collaboration and knowledge exchange.
7. Access to Extensive Research Libraries and Archives:
 - Utilizing vast research libraries and archives unique to U.S. institutions for literature review and data collection.
 - Participating in librarian-led workshops on advanced research techniques, data management, and bibliometric analysis.
8. Immersion in U.S. Academic Culture and Practices:
 - Attending workshops on grant writing, with a focus on securing funding from U.S. agencies such as the NIH.
 - Engaging in professional development seminars on topics like scientific communication, leadership in research, and career development in academia.
9. Participation in Innovative Teaching and Learning Methods:
 - Observing and participating in innovative teaching methods used in U.S. medical and graduate schools, such as problem-based learning (PBL) or simulation-based education.
 - Conducting guest lectures or workshops for students at the host institution, gaining teaching experience and feedback.
10. Collaborative development of Research Proposals:
 - Working with mentors to develop and submit joint research proposals for funding from U.S.-based foundations and institutions.
 - Engaging in grant review panels or mock study sections to understand the peer review process in the U.S.

Annex 3: NIH Common Form Biosketch Instructions

Required Format: NIH Biographical Sketch Common Form (via SciENcv)

NIH now requires use of the Biographical Sketch Common Form generated in SciENcv for NIH applications with due dates on or after January 25, 2026, with system enforcement beginning May 8, 2026. All biosketches for this submission must follow the instructions below.

Before You Start

1. Confirm you have a single active eRA Commons account
 - If you have more than one eRA Commons account, work with your institution to deactivate all but one, or work with the eRA Commons Service Desk to consolidate your accounts: <https://www.era.nih.gov/news/era-enhancements-ability-consolidate-multiple-accounts.htm>
 2. Obtain and link an ORCID iD
 - You must have an ORCID iD linked to your eRA Commons account.
 - If you do not have an ORCID, register for one here: <https://orcid.org/register>.
 - In eRA Commons, add and link your ORCID in the ORCID topic/section.
 - Later, confirm that your ORCID iD appears in the Persistent Identifier (PID) section of the Common Form within SciENcv.
 3. Access SciENcv
 - Go to NCBI / SciENcv: <https://www.ncbi.nlm.nih.gov/sciencv/>
 - You may use your eRA Commons login credentials to sign in.
 4. User-friendly guides (recommended)
 - GWU guide: <https://guides.himmelfarb.gwu.edu/sciencv/orcid>
 - Northwestern: <https://libguides.galter.northwestern.edu/SciENcv/NIH-biosketch-start>
 - University of Washington: <https://guides.lib.uw.edu/hsl/sciencv>
 5. Tutorial videos (optional but helpful)
 - UNC guide + videos: <https://guides.lib.unc.edu/NIH-biosketch/biosketch>
 - NLM SciENcv workshop: https://www.nlm.nih.gov/ncbi/workshops/2023-10_SciENcv/workshop-video.html
 - YouTube overview: <https://www.youtube.com/watch?v=KD381vU7HD0>
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Create / Access Your NCBI (My NCBI) Account

1. Go to PubMed: <https://pubmed.ncbi.nlm.nih.gov/>
 2. Click Log in (top right), then Sign up at the bottom of the login screen.
 3. Choose a third-party sign-in option (e.g., eRA Commons, ORCID) and follow prompts to:
 - Complete registration
 - Verify your email
 4. After logging in, click on your username (top right) → Account Settings.
 5. Under Linked Accounts, click Add account and ensure your eRA Commons account is linked.
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(Optional) Add a Delegate in My NCBI

If you want someone to help you create or edit your biosketch:

1. In My NCBI, click your username → Account Settings.
2. Scroll to Delegates and click Add Delegate.

3. Enter the email address of the delegate and click OK.
4. The delegate must accept the email invitation to gain access.

Note: Delegates can create and edit your delegated CVs / NIH biosketches, but cannot change your password, personal settings, add other delegates, or officially certify your biosketch.

Create the NIH Biographical Sketch Common Form in SciENcv

1. From your NCBI account, click SciENcv (often under “My NCBI” or via <https://www.ncbi.nlm.nih.gov/sciencv/>).
 2. Click NEW DOCUMENT.
 3. In the dialog box:
 - Document Name: Use a clear name (e.g., “Smith-NIH-CommonForm-Biosketch-HBNU 2026”).
 - Document Type: Select NIH Biographical Sketch Common Form (this is the required format).
 - Link to ORCID / eRA data, if prompted, to auto-populate sections as appropriate.
 4. Save the document and begin editing each required section (e.g., Identifying Information, Positions and Honors, Products, etc.) according to the NIH Common Form instructions.
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Check Required NIH Elements

Before finalizing:

1. ORCID iD in PID Section
 - Confirm your ORCID iD is visible in the Persistent Identifier (PID) section on the Common Form.
2. Appointments and Positions
 - Follow NIH guidance for which positions/appointments and time frames to include per the Common Form instructions.
3. Products / Contributions
 - Ensure products (publications, preprints, etc.) are correctly imported or entered.
 - Verify that the products align with the proposed project and NIH rules (e.g., identifying research outputs clearly).
4. Personal Information
 - Do not include personal or sensitive information NIH states should not be in the biosketch (e.g., home address, date of birth, personal identifiers unrelated to research).

For official NIH instructions and samples, see: NIH Biosketch (Common Form) resource page: <https://grants.nih.gov/grants-process/write-application/forms-directory/biosketch>

Required Certifications in SciENcv

Each individual must personally log in to SciENcv and:

1. Certify their own Biographical Sketch Common Form
 - Certification must be done by the individual, not a delegate.
2. Certify non-participation in a Malign Foreign Talent Recruitment Program (MFTRP)
 - NIH requires you to certify that you are not part of a Malign Foreign Talent Recruitment Program.
 - Read the language carefully and confirm it is accurate before certifying.
3. Research Security / Other NIH Certifications (as applicable)

- As NIH adds research security or other certifications to the biosketch or related forms, ensure you:
 - Complete any required training, and
 - Accurately affirm any related statements in SciENcv.
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Final Steps and Export

1. Final internal review
 - Confirm:
 - All sections are complete and accurate.
 - ORCID is linked and displayed.
 - Language has been reviewed per the institutional guidance document.
 - All required certifications (including MFTRP) have been completed.
2. Export the biosketch
 - From SciENcv, download the NIH Biographical Sketch Common Form in the required format (PDF).
3. Retain a clean, certified copy
 - Keep a copy for your records and for future updates.