**DESCRIPTION OF INSTITUTIONAL ENVIRONMENT and Commitment to Training**

Cold Spring Harbor Laboratory (CSHL) is a private, not-for-profit basic research and educational institution located in Long Island, New York. Under the leadership of Dr. Bruce Stillman, a member of the National Academy of Sciences and a Fellow of the Royal Society (London), over 360 scientists from different countries work at the laboratory conducting groundbreaking research in cancer biology, neurobiology, plant genetics and bioinformatics. The main campus is located on 112 acres comprised of fifty-seven buildings devoted to education, research and research training in biology and biomedicine. Within five miles of the main campus are the Banbury Conference Center, the Uplands Farm Agricultural Field Station, the Genome Research Center and the Dolan DNA Learning Center. CSHL is located near internationally recognized research institutions such as Stony Brook University and Brookhaven National Laboratory and clinical centers like Memorial Sloan-Kettering Cancer Center and Northwell Health (the largest health system on Long Island) which provides a strong environment for investigators interested in conducting collaborative and translational research projects. CSHL has long been recognized as a place for nurturing young scientists, with postdoctoral researchers being an integral part of the discovery process. CSHL currently employs 151 postdoctoral fellows that are training and conducting research in the labs of 58 Principal Investigators. All postdoctoral fellows have access to all CSHL resources, equipment and faculty expertise available on campus.

An additional benefit to CSHL postdoctoral fellows is an institutional Postdoctoral Affairs Office staffed by a Ph.D. level Director to assist them with their career development plans and to work with them and their mentors to help realize their training objectives and career goals. The Postdoctoral Affairs Office offers workshops to assist postdoctoral trainees to develop the skills needed to manage and oversee a research program and laboratory budget, to enter and succeed in the scientific job market, and to apply for and secure research funding. Updated listings of fellowship funding opportunities as well as job opportunities are also provided. When postdoctoral fellows arrive at CSHL, they are encouraged to work with their mentor and the CSHL Postdoctoral Affairs Office to establish a tailored Research Training and Career Development Plan. The key components of Dr. Seitz’s training plan have been outlined and incorporated into this fellowship proposal. In addition, arriving postdoctoral fellows complete a “Responsible Conduct of Research” workshop at CSHL. Teaching is optional, however, there are several opportunities for postdoctoral fellows to serve as tutors for graduate students at the CSHL School of Biological Sciences and teach at the CSHL DNA Learning Center, or to serve as adjunct faculty at local colleges and Universities.

As part of the CSHL postdoctoral research training experience, fellows are encouraged to work with their mentors and with the Office of Sponsored Programs to develop individual fellowship proposals and to seek external funding. This process helps to define their research and research training needs along a timeline that will enable them to achieve the necessary data and skills needed to transition to their next career level. Experiencing the peer review process first-hand also helps prepare postdoctoral fellows for what to expect when they transition to independence. In all instances where an awarded fellowship stipend falls short of the established CSHL postdoctoral stipend level, CSHL supplements the stipend to that level. It is important to note that all NRSA fellowships require stipend supplementation since CSHL Postdoctoral stipend levels have always exceeded the NRSA limits.

The interactions among CSHL researchers contribute to a rich and nurturing research environment that is ideal for fostering scientific innovation by postdoctoral fellows. The majority of research at CSHL can be divided thematically by research buildings. Laboratories within each building host joint weekly In-House seminar programs in which inter-laboratory seminars are presented. These seminars are open to any laboratory on campus that wishes to participate and the seminars are designed to promote the exchange of primary data and novel experimental approaches. These weekly meetings provide opportunities for collaboration and trainees benefit from experimental advice and input from multiple faculty and other laboratory members. In addition, postdoctoral fellows attend the CSHL In-House Seminars. This weekly seminar program provides faculty, postdoctoral fellows, and graduate students the opportunity to present their research to the entire CSHL research community for scientific discussion and debate.

Established more than 125 years ago, CSHL is today recognized internationally for its educational activities, including an extensive program of scientific meetings and courses that attracts more than 9,000 scientists to the campus each year. CSHL provides great opportunities to attend over thirty outstanding meetings every year on a wide variety of topics and to share ideas and network with other researchers. In addition, scientists are encouraged to improve technical skills by attending CSHL courses, 1-2 weeks long workshops on twenty-five specialized topics. CSHL also offers career development seminars, such as the CSHL Conversations with the Faculty series, the CSHL workshop on Leadership in Bioscience, grant writing workshops, and organizes practice job talks with senior faculty members.

CSHL is exceptionally well equipped for research in the biological and biomedical sciences, possessing state-of-the-art equipment. By tradition, CSHL equipment is shared among the faculty and the extensive set of Shared Resources available to all CSHL’s investigators includes the following: Animal, Animal and Tissue Imaging, Antibody and Phage Display, Bioinformatics, Sequencing Technologies and Analysis, Flow Cytometry, Functional Genomics, Mass Spectrometry, Organoid, Single Cell Biology, and Microscopy. CSHL continually updates and revises the technologies within its Shared Resources to commensurate with its highly innovative and cutting edge research. CSHL Shared Resources provide access to technologies, products, services, and expertise that promotes multidisciplinary interactions and collaborations among CSHL researchers and programs. Importantly, these Shared Resources increase productivity, provide economies of scale, decrease wasteful duplication of resources, maintain quality control, and facilitate access to expensive equipment and highly skilled technical services. CSHL Shared Resources are staffed by specialists, who work closely with investigators to analyze samples, optimize experiments, and provide technical advice, training and assistance with data analysis.

In addition to the Shared Resources, there are additional scientific resources available to CSHL scientists that are maintained by the institution. CSHL has an excellent library available to postdoctoral trainees to assist with research, publications and compliance with the NIH Public Access Policy, as well as training in NIH tools such as My NCBI and SciENcv. The CSHL Information Technology Department helpdesk provides postdoctoral trainees with day-to-day technology assistance and guidance regarding data storage. The CSHL Machine Shop employs a trained machinist who works with scientists to design and fabricate specialized laboratory equipment and parts.

For purposes of benefits, CSHL considers postdoctoral fellows to be employees and provides them with comprehensive medical and dental insurance regardless of their source of support. In addition, the CSHL Center for Health and Wellness, an on-campus clinic staffed by a nurse practitioner, is available to all postdoctoral fellows.  CSHL also has an excellent and affordable, licensed, on-site childcare center. Supplements for childcare are available for parents who qualify based on family income. Eligible postdoctoral fellows may also receive a family allowance of $2,500 for one child and $5,000 for 2 children or more annually from the institution. Relocation expenses, including airfare up to a maximum of $2,500 for single postdoctoral fellows; $3,500 for fellows plus spouse/domestic partner; $4,500 for fellows, spouse/domestic partner and children are provided by the institution. Due to the high cost of housing expenses on Long Island, housing supplements are provided by the institution to postdoctoral fellows considering immediate family gross income.

Dr. *XXX* proposal entitled “*INSERT TITLE*” will use state-of-the-art techniques to investigate………..   
He/She/They will benefit from faculty expertise at CSHL, including their mentor, Dr. XXX, as he/ she/they…… In order to proactively ensure that XXX is appropriately progressing towards an independent career, he/she/they will meet with his mentor regularly to obtain research and career development advice.

XXX has the opportunity to attend the courses he/she/they has indicated in his/her/their research training and career development plan. These include the *XXX* course to be held here at CSHL in 20##, and the *YYY* course, also to be held at CSHL in 20##. XXX is encouraged to participate in these and other activities such as weekly seminars and career development activities that will help broaden his/her/their training and prepare him/her/them for research independence.