NIH F31 Fellowships

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Sponsored Programs Administration
http://www.rockefeller.edu/sr-pd/?page=Training_Area

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Why Apply for Funding

- Prepare for a career as an independent investigator
- Contribute to the University mission
- Be an active member of the larger research community and participate in the discovery process
- Secure resources for training & research expenses
- Write up your findings (for future publications)

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University Support for Grant-seeking

The process of seeking and applying external resources to support research is an integrated effort coordinated by several departments and offices:

- Office of Sponsored Programs Administration – OSPA (program development, pre-award, post-award and training)
- Finance (post-award)
- Compliance areas
- Infrastructure - Resource Centers
Types of Pre-Doctoral Funding

• Fellowships
• Training Grants
• Dissertation Grants

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Where to Apply

• Federal
  – NIH
  – NSF
  – Department of Defense
  – Other federal sponsors as funding programs are made available
• Foundations
• Internal (via Deans Office and Development)
Resources for Finding Funding Opportunities

• OSPA
  – Predoc Fellowship Funding Sources
  – Funding Opps Database
  – OSPA weekly Funding alerts
  – Pivot Database
  – Other Online Resources maintained by Program Development

• Mentor and peers
Research Training and Career Development Timeframe

**‘Formal’ Training/Career Awards**

- Pre–Bac Institutional Training Grant (T34)
- Predoctoral Institutional Training Grant (T32)
- Predoctoral Individual NRSA (F31)
- Predoctoral Individual MD/PhD NRSA (F30)
- Postdoctoral Institutional Training (T32)
- Postdoctoral Individual NRSA (F32)
- NIH Pathway to Independence (PI) Award (K99/R00)
- Mentored Research Scientist Development Award (K01)
- Mentored Clinical Scientist Development Award (K08)
- Mentored Patient–Oriented RCDA (K23)
- Mentored Quantitative RCDA (K25)
- Independent Scientist Award (K02)
- Midcareer Investigator Award in Patient–Oriented Research (K24)
- Senior Scientist Award (K05)

**Research Awards**

- Small Grant (R03)
- Research Project Grant (R01)
- Exploratory/Development Grant (R21)

**‘Informal’ Training and Career Development on RPGs and Supplements**

- Pre–Bac Institutional Training Grant (T34)
- Predoctoral Institutional Training Grant (T32)
- Predoctoral Individual NRSA (F31)
- Predoctoral Individual MD/PhD NRSA (F30)
- Postdoctoral Institutional Training (T32)
- Postdoctoral Individual NRSA (F32)
- NIH Pathway to Independence (PI) Award (K99/R00)
- Mentored Research Scientist Development Award (K01)
- Mentored Clinical Scientist Development Award (K08)
- Mentored Patient–Oriented RCDA (K23)
- Mentored Quantitative RCDA (K25)
- Independent Scientist Award (K02)
- Midcareer Investigator Award in Patient–Oriented Research (K24)
- Senior Scientist Award (K05)
NIH Kirschstein National Research Service Awards (NRSA)

- **F31 Predoctoral**
supports promising doctoral candidates who will be performing dissertation research and training in scientific health-related fields

- **F32 Postdoctoral**
supports promising applicants with potential to become productive and successful independent research investigators in scientific health-related fields

- **T32 Institutional Training Grant**
supports institutions with established programs of supervised research career development in the fields of biomedical and behavioral research

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NIH Kirschstein National Research Service Awards (NRSA)

From [http://grants.nih.gov/training/nrsa.htm](http://grants.nih.gov/training/nrsa.htm), for individuals working on a research doctorate.
# NIH Fellowships Awards Summarized

<table>
<thead>
<tr>
<th>Citizenship Eligibility</th>
<th>F30</th>
<th>F31</th>
<th>F32</th>
</tr>
</thead>
<tbody>
<tr>
<td>USA or Permanent Resident</td>
<td>USA or Permanent Resident</td>
<td>USA or Permanent Resident</td>
<td>USA or Permanent Resident</td>
</tr>
<tr>
<td>Length of Project Period</td>
<td>Up to 5 years mentored</td>
<td>Up to 5 years mentored</td>
<td>Up to 3 years mentored</td>
</tr>
<tr>
<td>Estimated Range of Annual Direct Costs</td>
<td>$27,576 plus partial tuition &amp; fees</td>
<td>$27,576 plus partial tuition &amp; fees</td>
<td>$52,542 - $66,354 (varies with years of postdoctoral experience)</td>
</tr>
<tr>
<td>Type of Training</td>
<td>MD/PhD students</td>
<td>PhD students (or equivalent)</td>
<td>Post-doctoral</td>
</tr>
<tr>
<td>Minimum effort committed to research training program</td>
<td>100%</td>
<td>100%</td>
<td>100%</td>
</tr>
<tr>
<td>Letters required</td>
<td>Mentor plus 3 referees</td>
<td>Mentor plus 3 referees</td>
<td>Mentor plus 3 referees</td>
</tr>
<tr>
<td>Participating NIH Institutes</td>
<td>PA-16-305</td>
<td>PA-16-309</td>
<td>PA-16-307</td>
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</tbody>
</table>

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Tips for NIH Training Fellowships

• Require 100% commitment towards research training
• Recognized/experienced mentor(s) is advised
• Training plan must be clear, focused, as well as exciting and practical
• Biosketches should reflect the potential of the candidate and the qualifications of the mentor
• Highlight coursework and professional work directly related to your research topic
• Review relevant Guidelines for Reviewers

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The grant-seeking process is long and could take 12 months or even longer from initial planning, identifying relevant opportunities, writing applications, submitting, going through the review process, to award making and start date!

Grants Process at a Glance

Standard Due Dates for Competing Applications
Steps To Beginning Your Proposal

• Start early, approx. 6-9 months before deadline
• Review the funding program you deem relevant
• When available, review recently funded proposals
• Find out success rate at target agency/institute
• Discuss your research/proposal with your mentor
• Contact the Program Official/Director
• Secure reference letters
• Register with sponsor
• Work with your Sponsored Programs Officer (SPO)

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Summary of Key Resources

• Mentor
• Peers
• RU OSPA
  – Forms and format
  – Budget (e.g personnel effort & costs, indirect costs)
  – Boilerplates
  – Your Grants Management Specialist
  – Website
  – NIH Fellowship Checklist
• Sponsor’s website
• NIH
  – RePORT
  – Program Official
  – Office of Extramural Research
Preparing the Proposal

- Review scope of the funding opportunity announcement
- Make note of the deadline
- Verify eligibility with your Sponsored Projects Officer
- Get your Mentor’s consent
- Read closely the guidelines/instructions – including special submission requirements
- Design your outline and research plan according to the sponsor’s instructions
- Discuss training and research plan with your mentor
- Fully address the review criteria in the order presented by the sponsor
Application Resources


• Sample applications from NIGMS: https://www.nigms.nih.gov/training/indivpredoc/pages/predoctoral-f31-sample-applications.aspx
Cover Letter

- Required
- Must include a list of Referees (including name, departmental affiliation, and institution)
  - At least 3, and no more than 5, referees are required
  - See NIH guidance on submitting reference letters
- See cover letter boilerplate
Project Summary/Abstract

• 30 lines Maximum

• State the broad, long-term objectives and specific aims, making reference to the health relatedness of the project. Describe concisely the research design and methods for achieving the stated goals. Avoid describing past accomplishments and the use of the first person.
Project Narrative/Health Relevance Statement

• 2-3 sentences

• Describe the relevance of this research to public health. For example, describe how, in the short or long term, the research would contribute to fundamental knowledge about the nature and behavior of living systems and/or the application of that knowledge to enhance health, lengthen life, and reduce illness and disability.
Biosketches

• Required for the applicant and mentors/senior key personnel
• 5 page limit per biosketch

• Biographical Sketch Format Page
  – A. Personal Statement
  – B. Positions and Honors
  – C. Contributions to Science
  – D. Research Support and/or Scholastic Performance
Applicant’s Background and Goals for Fellowship Training

• 6 pages maximum

• A. Doctoral Dissertation and Research Experience
• B. Training Goals and Objectives
• C. Activities Planned Under This Award
Components of Your Thesis Research Proposal

• Specific Aims (~1 page)
• Background/Significance (~2 pages)
• Preliminary Results (~3 pages)
• Research Plan (~4 pages)
Specific Aims

• 1 page maximum

• State precisely the goals of the proposed research and summarize the expected outcome(s), including the impact that the results of the proposed research will exert on the research field(s) involved.
Research Strategy

• 6 pages maximum
  – A. Significance
  – B. Innovation
  – C. Approach

• For applications with multiple specific aims, you may address the 3 items above for each specific aim individually or collectively.

• For new applications, include information on preliminary studies (including data collected by others in the lab), if any.
Respective Contributions

• 1 page

• Describe the collaborative process between you and your sponsor in the development, review, and editing of this research training plan. Discuss the respective roles in accomplishing the proposed research.
Selection of Sponsor and Institution

• 1 page

• Explain why the sponsor, co-sponsor (if any), and institution were selected to accomplish the research training goals.
Other Required Items

• Bibliography & References Cited

• Facilities & Other Resources – have boilerplate

• Training in RCR (1 page – see boilerplate)

• Description of Institutional Environment and Commitment to Training (2 pages – see boilerplate)
Sponsor and Co-Sponsor Statements

• 6 pages
  – A. Research Support Available
  – B. Previous Fellows/Trainees
  – C. Training Plan, Environment, Research Facilities
  – D. Number of Fellows/Trainees to be Supervised During Fellowship
  – E. Applicant’s Qualifications and Potential for a Research Career
Other information to provide, if applicable

• Letters of Support from Collaborators, Contributors, and Consultants (if applicable – 6 pages)

• Human Subjects sections (if applicable)

• Vertebrate Animal section (if applicable)

• Resource Sharing Plan (if applicable – generation of model organisms?)

• Applications for Concurrent Support (if applicable)
NIH Peer Review: Scored Criteria

1. Fellowship Applicant
2. Sponsors, Collaborators, Consultants
3. Research Training Plan
4. Training Potential
5. Institutional Environment and Commitment to Training
NIH Review: Compliance Areas

1. Protections for human subjects
2. Inclusion of women, minorities, and children
3. Vertebrate animals
4. Biohazards
5. Training in the Responsible Conduct of Research
6. Resource Sharing Plans
Compliance: Human Subjects

- Research protocol must be submitted and reviewed by the University Institutional Review Board (IRB) before research can start
- Individuals involved with human subjects must have Protection of Human Subjects Certification
- Applications must be reviewed by the IRB before an existing approved protocol can be applied in the proposal
- Address sponsor’s requirements

Check [Hospital Internal Home Page](http://www.rockefeller.edu/sr-pd/) for more information
Compliance: Vertebrate Animals

• Research protocol must be submitted and reviewed by the University Institutional Animal Care and Use Committee (IACUC) before research can start
• Applications must be reviewed by the IACUC before an existing approved protocol can be applied in the proposal
• Individuals involved with animal subjects must have proper training
• Address sponsor’s requirements

Check [IACUC Home Page](http://www.rockefeller.edu/sr-pd/) for more information
Compliance Resources

• Additional Compliance areas include
  – Conflict of Interest
  – Public Access Policy
  – Export Control
  – Recombinant DNA

• Visit OSPA’s Compliance Support
  – A comprehensive list of Compliance Areas and links to the corresponding RU department
Additional Elements

• Easy to Read
• Format
  – Font type and size
    • Arial 11 recommended
  – Margins
    • 0.5” minimum
• Page limits
Submission Process

• Complete University Routing Form
• For full review and institutional sign-off, submit complete packet to OSPA at least 5 business days before sponsor’s deadline
• Submitted via InfoEd
• Visit OSPA’s Application Review Requirements for more information
Post-submission

- Receive confirmation of receipt and assignment
- Note sponsor’s decision date
- Receive summary statement
- If fundable score: submit “Just-in-Time” information and address any pending issues on your application; resolve any overlap of science and effort
- If low score or unscored: evaluate the reviewers’ comments; speak with your Program Official; prepare resubmission and work with your SPO
Post-Award Management

Work with OSPA and Finance on post-award management of your grant:

• Review the award documents
• Note scientific reporting requirements and other terms and conditions
• Follow funding restrictions/requirements
• Work with OSPA and Finance if you need to revise your budget and if approval is required by sponsor
• Brief your mentor and lab administrator and keep them informed of your award and progress

All financial reporting is handled by University Finance department.
Award Management Contacts

For pre-award and post-award issues, Contact Us!

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Questions and Suggestions