EMORY UNIVERSITY SCHOOL OF MEDICINE | Office of Postdoctoral Education

Grants 101

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OPE GRANTS Education, Resources, Support

Presented 13Jan2020

Special thank you to Janet Gross for the foundations of the slide set.

Overview

- **Why apply?**
- **What kind of grants can PostDocs apply for?**
- **How to find funding**
- **How do I decide which funding I should apply for?**
- **Get started**
- **Writing: Do’s and Don'ts**
- **Timeline**

What is a grant proposal?

Dfn: An exercise in persuasive writing that conveys your ideas to a funder to get money to do something.

- **Research**
- Clinical practice or service delivery
- Training grants, **Fellowships, Career Development**
- Education, curriculum development
- Buildings and Equipment

The goal of a grant proposal for RESEARCH:
Obtain financial sponsorship for your project

A Research Grant Proposal

IS NOT

- A research manuscript
- A review paper
- A progress report
- A thesis

Research grants have certain elements in common

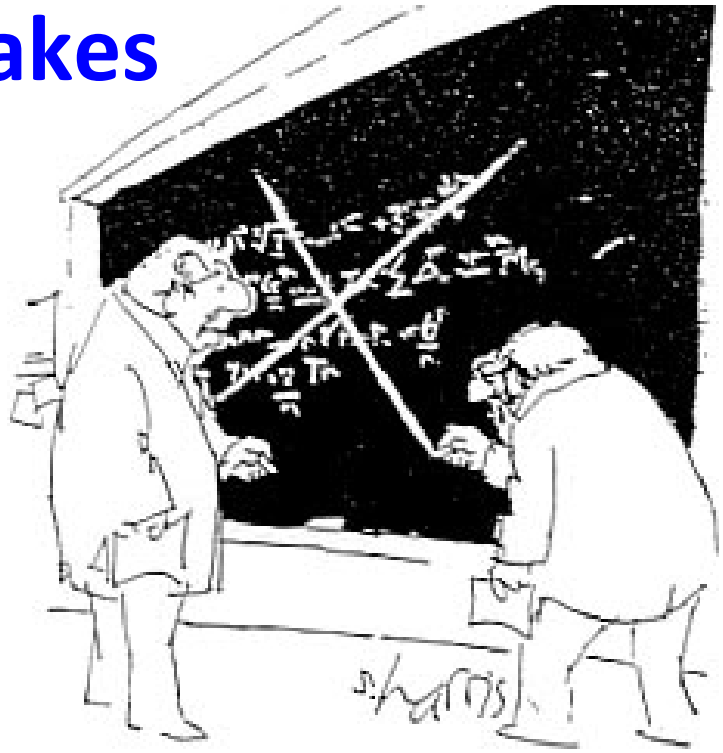
Element	Implications for You
Must be responsive to the mission of the funder	Know the funders mission and goals
Communication is organized according to specific rules	Get the directions, read the directions, follow the directions
Presentation must be logical	Provide information (what, why, how) where and how reviewers expect to see it
Work must be feasible	Demonstrate that it is possible to complete the project within given timeframe, budget, available resources, and personnel
Reflect state-of-the-art and best practices in the field	Up to date and cutting edge
Must have an impact	Must move the field forward in some way or meet the need of the funder

Writing a research grant proposal

- Requires special and sometimes new skills
- Will be challenging – the 1st time will be the hardest
- Forces you to organize your thinking:
  - *Research idea **(Specific Aims)***
  - *How you will execute a project **(Approach/Methods)***
  - *A set period of time and money **(Timeline + Budget)***
  - *Location and resources **(Environment)***

Scientific grant writing takes practice + skill

- Learn about grant writing and other kinds of scientific writing
- Practice letting others review and comment on your research ideas (and vice versa)
- Start writing and submitting grants
  - Organization
  - Format
  - Process



"That's it? That's peer review?"

Good News!

- Web
- Publications
- NIH
- OPE
- Mentors
- Peers

Requires special and sometimes new skills
Will be challenging – the 1st time will be the hardest

Why compete for grants?

- Pathway to independence as an academic scientist
- Internationally recognized credential for independent scientific achievement
- Set your own course of investigation

Why learn about grants?

- Increase your value as a team member
- Participate in group submissions
- Broaden career opportunities

Example –Job Posting

Science Careers
AAAS

Jobseekers Sign in or Create account

Post a job

Download on the App Store

Home | Search jobs | Job alerts | Search employers | Careers advice | Events | Career Fairs | Visit Career Tools

Research Assistant Professor

Send | Save | Apply

Georgia State University

Employer	Georgia State University
Location	Atlanta, Georgia
Salary	Salaries vary + benefits
Posted	April 03 2019
Ref	Log number 19-134
Discipline	Life Sciences, Biochemistry, Biology, Biomedical Sciences, Cancer Research, Cell Biology, Endocrinology,

The Center for Molecular and Translational Medicine, Georgia State University in Atlanta, Georgia invites applications for non-tenure track faculty position; Research Assistant Professor.

Responsibilities include supervising and providing specialized technical assistance to the laboratory personnel, performing research experiments, and assisting in the writing and submission of research grants to extramural funding agencies. Qualified individuals must have an M.D. and/or Ph.D. degree in Cell Biology, Biochemistry or related field, have more than 5 years of post-doctoral training, and research experience. Applicants should possess the expertise for a wide variety of histological methodologies including single/double/triple immunohistochemistry, and small animal surgery techniques. Candidates with strong molecular and cell biology training are a plus.

Start writing and submitting grants now

Requires special and sometimes new skills

Will be challenging – the 1st time will be the hardest

→

Practice

Submit when consequences are less

Submit when you have people offering to help

What funding mechanisms can Postdocs at Emory apply for?

- Non-Federal
  - Foundations, industry, societies, etc
- Federal Government
  - National Institutes of Health (NIH)
  - National Science Foundation (NSF)
  - Department of Defense (DOD)
  - Others

Non-federal funding opportunities for Post-Docs

- Foundations, industry, societies, etc
  - Fund different types of grants
    - Fellowships
    - Career Development Awards
    - Young Investigator Awards
    - Pilot / Exploratory / Discovery
    - Small Grant
    - Travel

Non-federal funding opportunities for Postdocs

- Postdoc eligibility will depend primarily on the rules of the funder
- Questions about eligibility
  - Ask OSP (Office of Sponsored Programs) at osp@emory.edu
  - Ask the funder

Federal funding opportunities for Postdocs

- National Institutes of Health (NIH)
- National Science Foundation (NSF)
- Department of Defense (DOD)
- Others

Why focus on NIH funding?

- Gold standard for research success
- All academic institutes, medical schools and departments are ranked by the amount of NIH funding
- Eg. Emory University School of Medicine

*"Medical school faculty received $456.3 million in sponsored research funding in fiscal year 2018, ... **Ranked 18th nationally in NIH dollars received,** the school is best known for its work in infectious disease, brain health, heart disease, cancer, transplantation, orthopaedics, pediatrics, renal disease, ophthalmology, and geriatrics."*

Break for Terminology

National Institutes of Health (NIH)

- The nation's medical research agency
- Supports scientific studies that turn discovery into health
- Divided into 27 Institutes and Centers

Each Center/Institute

- Has it's own research mission
- Has it's own strategic plan (how they will accomplish their mission)
- Their own funding opportunities

Postdocs at Emory are eligible to apply for the following NIH grants:

- NIH Individual Fellowships (F series)
  - https://researchtraining.nih.gov/programs/fellowships
- NIH Research Career Development Awards (K series)
  - https://researchtraining.nih.gov/programs/career-development
- NIH Small Grant Program (R03)
  - http://grants.nih.gov/grants/funding/r03.htm
- NIH Exploratory/Developmental Research (R21)
  - http://grants.nih.gov/grants/funding/r21.htm

F32 Fellowship Award

- Restricted to postdoctoral fellows (or equivalent) with US citizenship or permanent residency
- Dedicated sponsor/s
- Secure research environment (ie Sponsor has money)
- You desire a career in research as an independent professional in the biomedical workforce

NIH K – Career Development Award

- Multiple kinds of K awards (see the NIH Career Development page for a full listing - https://researchtraining.nih.gov/programs/career-development)
  - Not all K awards are listed here; be sure to search I/C web pages
- You desire a career as an independent research (academic) scientist
- Clinical versus non-clinical degree
- Mentored versus not mentored
- Transition to independence (K99/R00, K22) versus already have faculty status (or soon to have it) (K01)
- Postdocs can apply to some, but not all of the K series

NIH R03 Small Grant

- Small research projects that can be carried out in a short period of time with limited resources
- 2 years; $50,000/year
  - Pilot or feasibility studies, eg
  - Secondary analysis of existing data
  - Small, self-contained research projects
  - Development of research methodology or technology

NIH R21 Exploratory/Developmental Research Grant

- High risk / high reward
- Early and conceptual stages of a research project
- 2 years; $275,000 total
- Exploratory, novel studies that break new ground or extend previous discoveries toward new directions or applications

Recap of NIH grants for Postdoctoral Fellows

	F32 Fellowship	K99/R00	K22	K01 K23 K08	R03 R21
US Citizen/ permanent resident	✔	No restriction	✔	✔	No restriction
Postdoc	✔	✔	✔	Depends on the NIH institute	✔
- beginning	✔				✔
- advanced		✔	✔	depends	✔
Transitioning to Faculty		✔	✔	or currently faculty	✔

Finding Funding

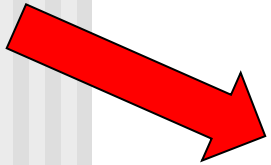
Approaches to finding funding:

- Google
- Funder webpages
  - Disease associations
  - Professional association
  - Government
- Searchable databases
- What's been funded – NIH RePORTER

General Points for non-Database Searching

Google

- **Who funds liver physiology research?**
- Who funds postdoctoral research?
- Molecular epidemiology grants **fellowships**
- **Career Development Award** pediatrics
- Travel scholarships epidemiology
- **Postdoctoral Fellowships** Microbiology



Learn new search terms from vocabulary used by funders

Approaches to finding funding:

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  - Disease associations
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  - Government
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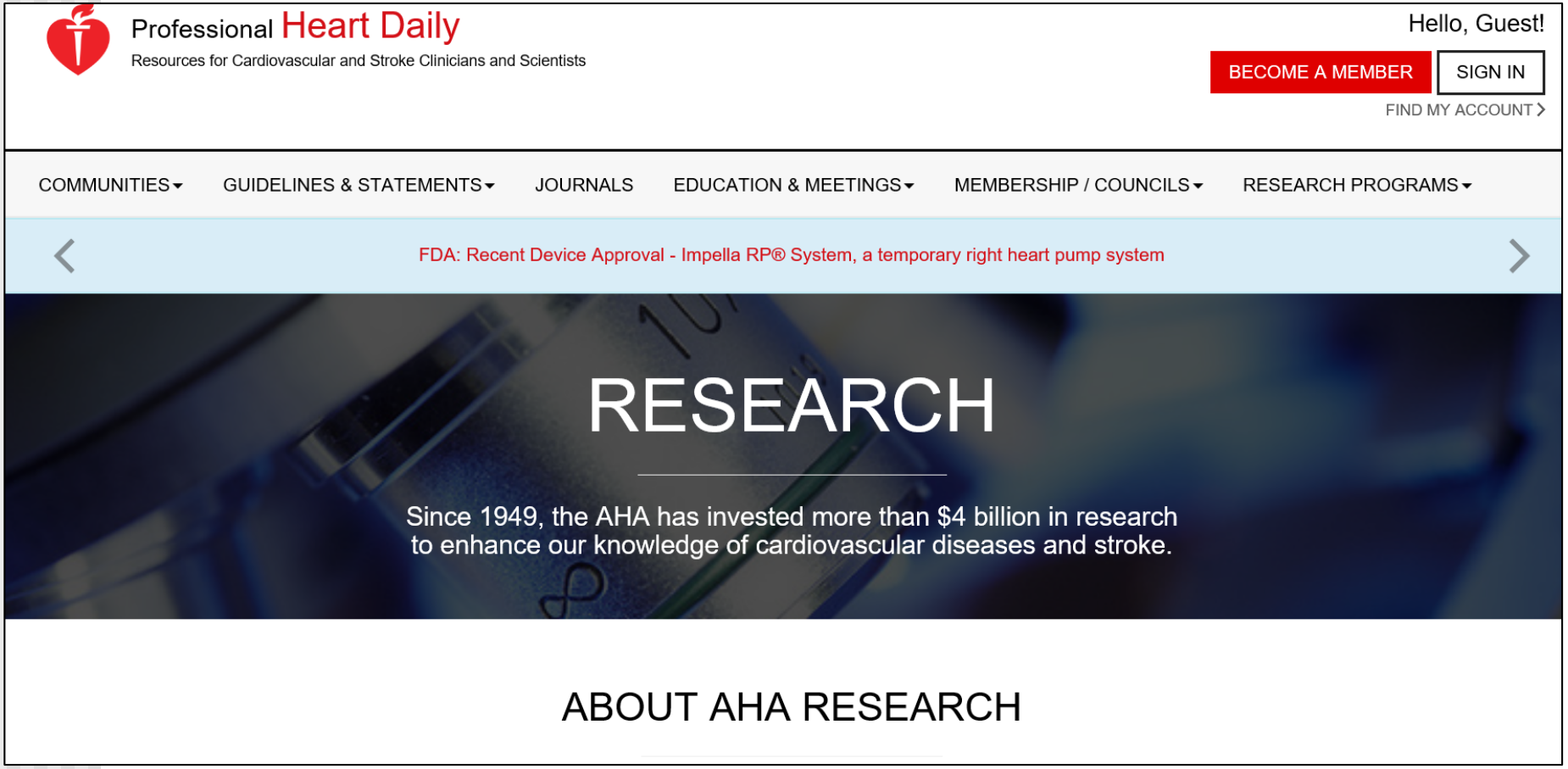
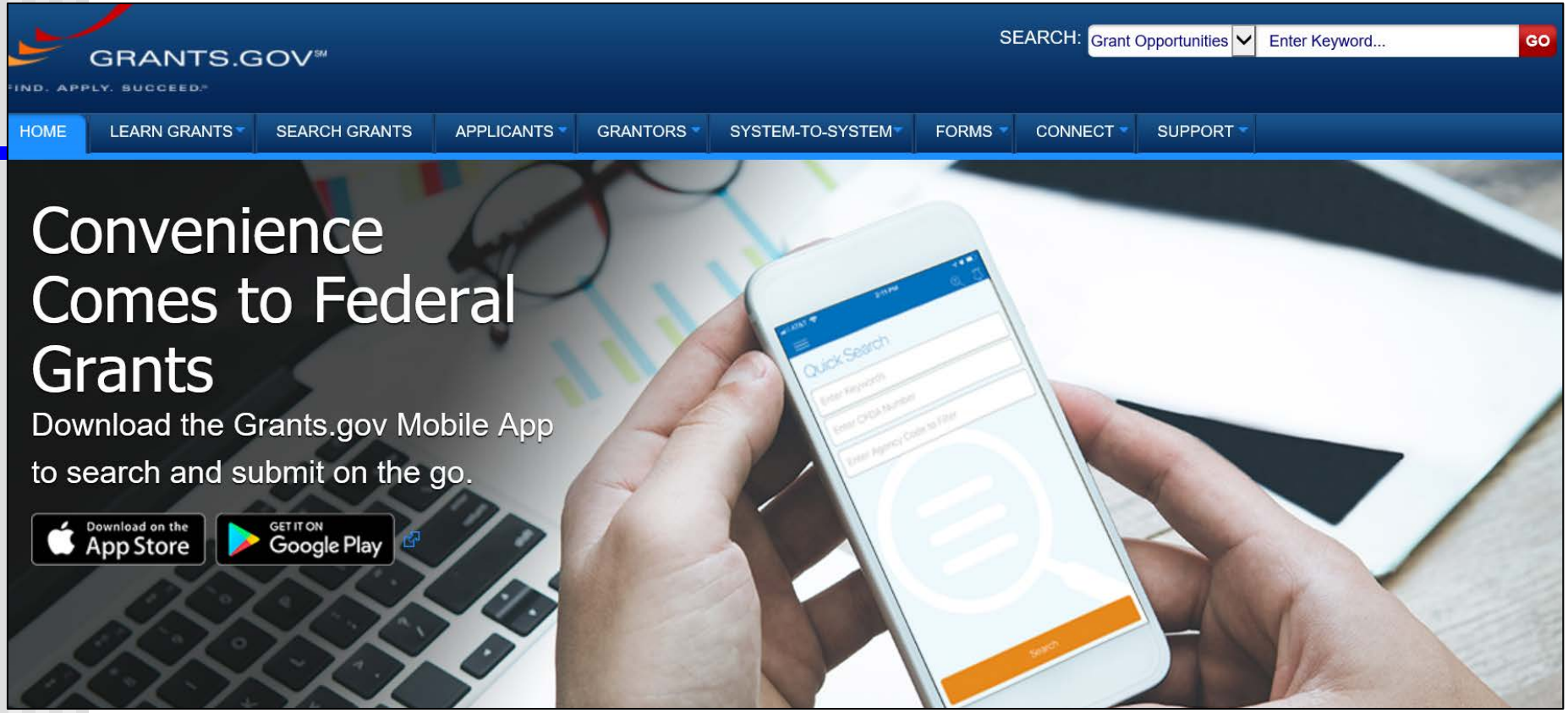
Disease Association Websites

American Heart Association



Sign up for Electronic Alerts for new grant opportunities

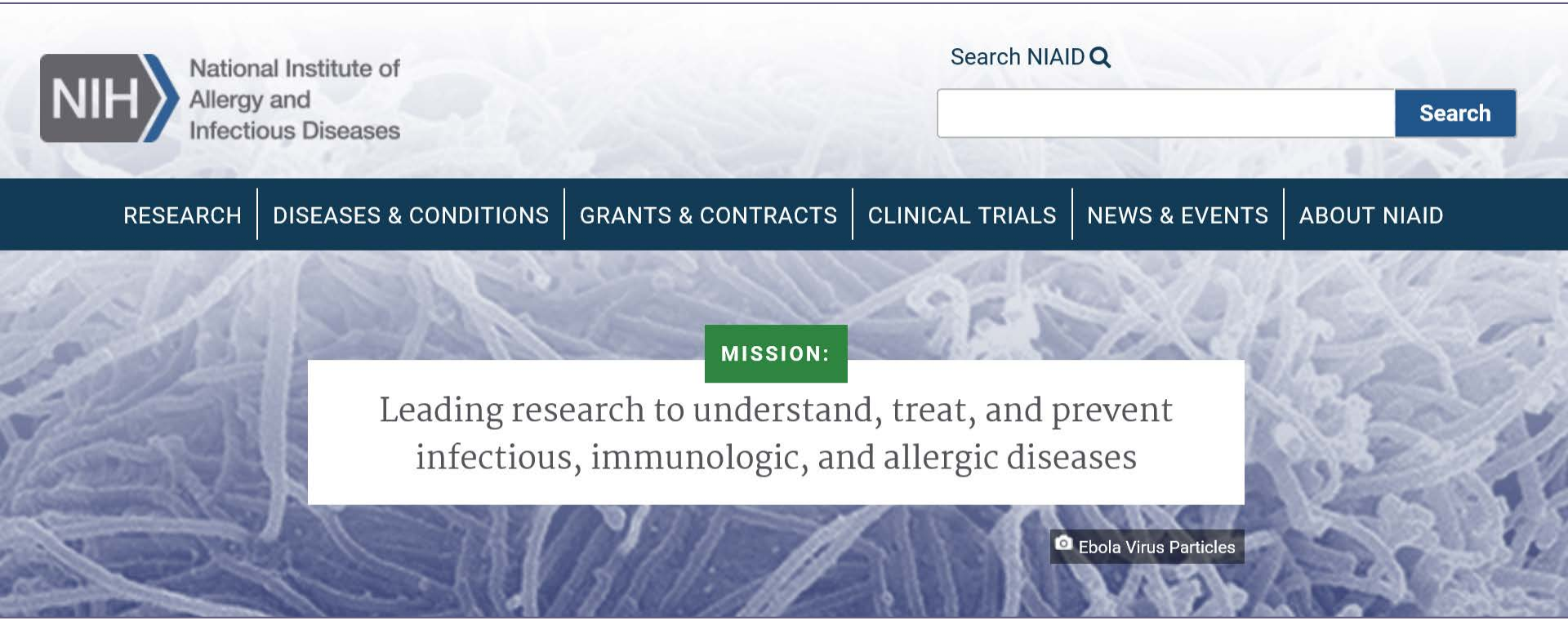
- NIH Guide to Grants and Contracts (https://grants.nih.gov/grants/guide/listserv_dev.htm)
- Extramural Nexus (http://nexus.od.nih.gov/all/)
- Federal grant funding (www.grants.gov)


GRANTS.GOV
FIND. APPLY. SUCCEED.
SEARCH:
Grant Opportunities
Enter Keyword...
GO
HOME
LEARN GRANTS
SEARCH GRANTS
APPLICANTS
GRANTORS
SYSTEM-TO-SYSTEM
FORMS
CONNECT
SUPPORT
Convenience Comes to Federal Grants
Download the Grants.gov Mobile App to search and submit on the go.
Download on the App Store
GET IT ON Google Play

Get news related to your area of research from the specific center or institute

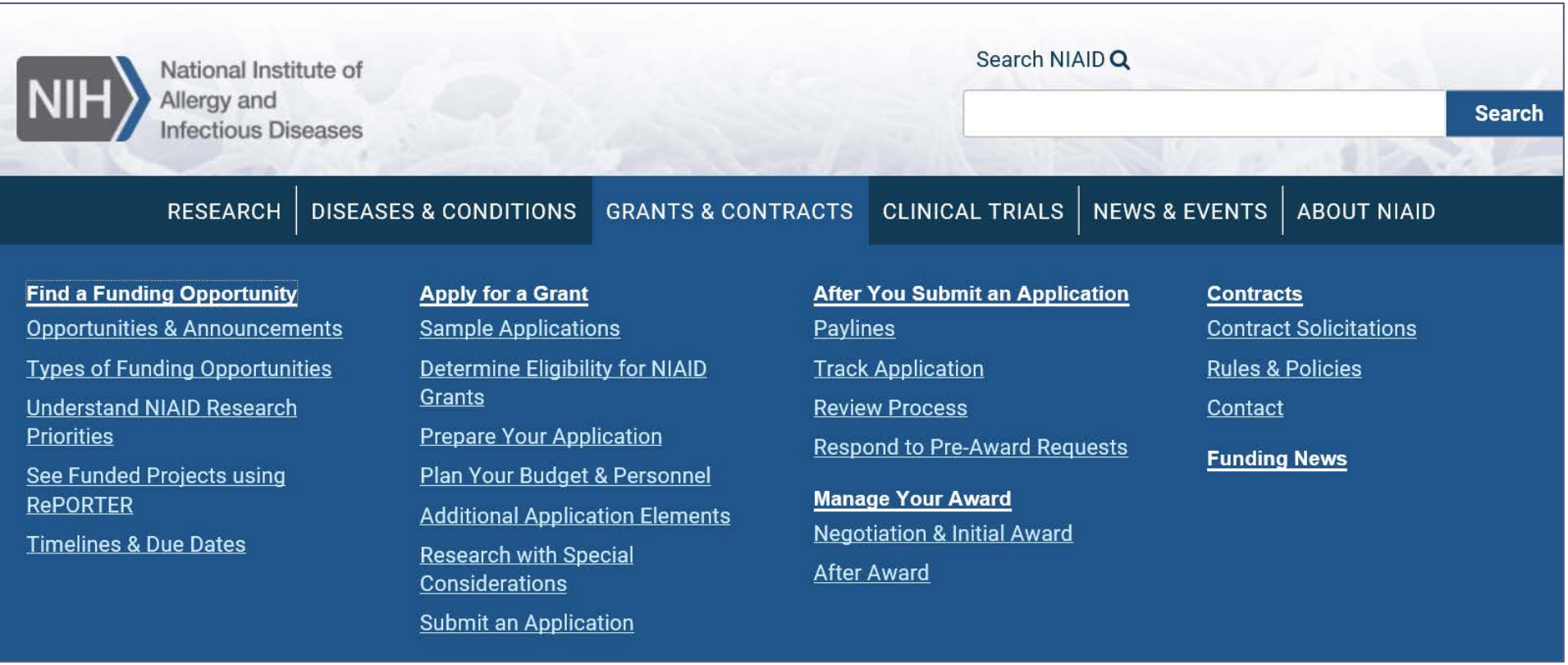
Example - Website for the NIAID

- Upfront and center is the Institute mission

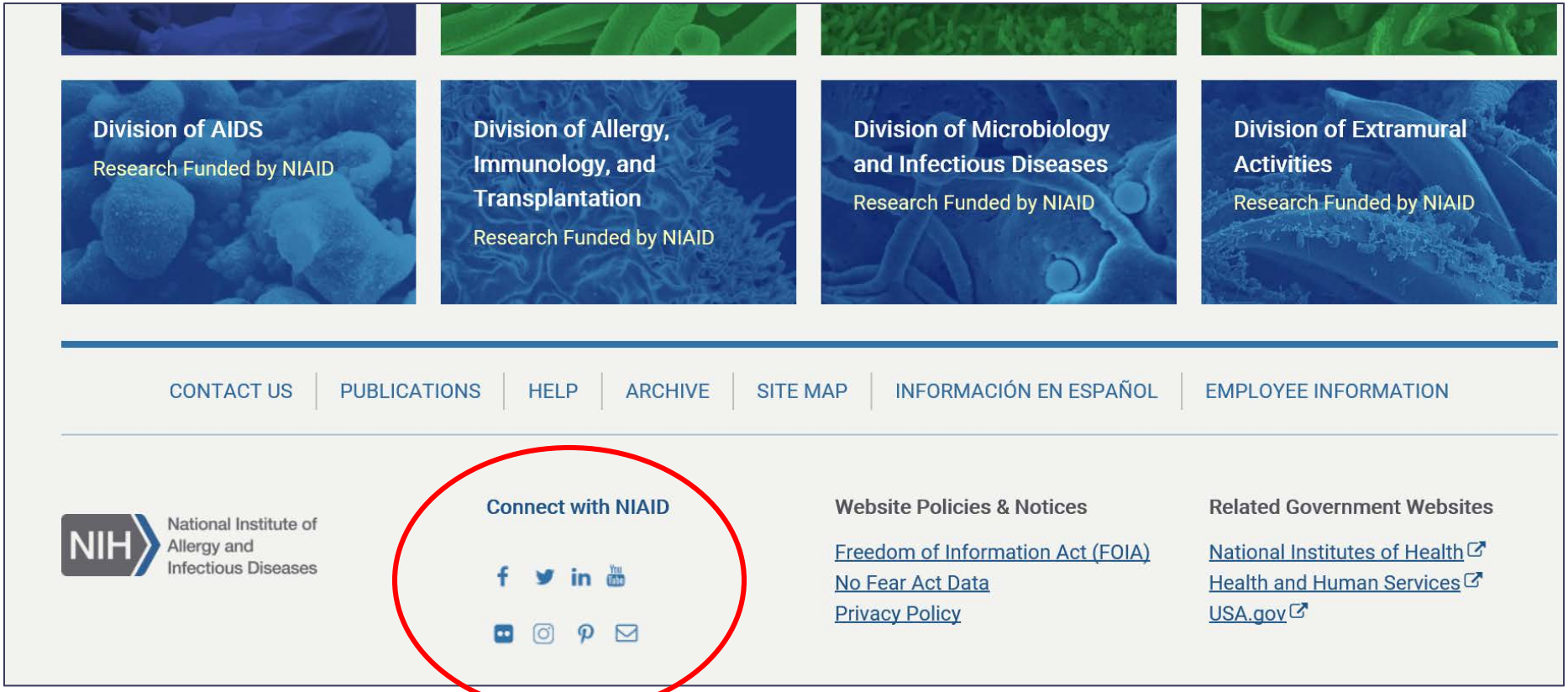


Website for the NIAID

- On the grants and Contracts tab:
  - Resources for grant submission
  - Current funding opportunities

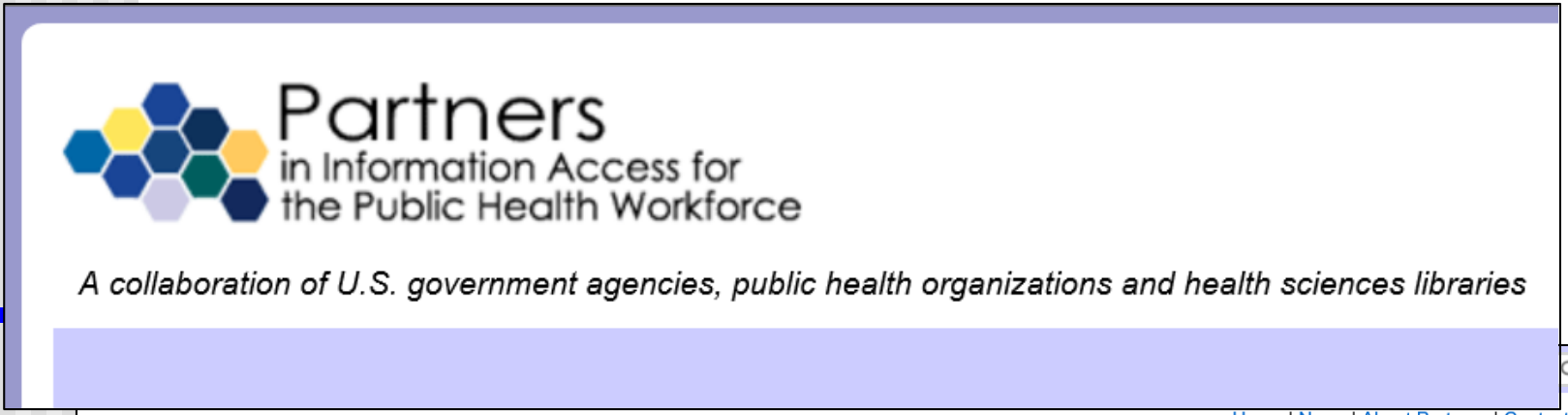


Website for the NIAID
…and how to connect



Multiple institutes or centers could fund your research

- Disease/Health relevance
- Population
  - Child
  - Elderly
  - Minority
- Methods
- Outcomes (quality of life, behavior, policy, etc)



Search PHPartners Go

Home | News | About Partners | Contact Us | Sitemap | FAQ | Suggest Li

Public Health Topic Pages

- Bioterrorism
- Dental Public Health
- Environmental Health
- HIV/AIDS
- How to Access Journal Articles
- Nutrition
- Obesity
- Public Health Genomics
- Veterinary Public Health
- Workforce Development

Main Topic Pages

- Health Promotion and Health Education
- Literature and Guidelines
- Health Data Tools and Statistics
- Public Health Data
- Grants and Funding

Grants and Funding

Get email updates | Subscribe to RSS | Share

Opportunities for fellowships, grants and other awards, including awards from members of the Partners project.

Funding Opportunities | Resources Related to Proposal-Writing

Funding Opportunities

Administration for Children and Families, HHS (ACF)
ACF Funding Opportunity Announcements
Funding opportunities for federal programs that promote the economic and social well-being of families, children, individuals, and communities.

Agency for Healthcare Research and Quality (AHRQ)
AHRQ Funding Opportunities
AHRQ supports a broad base of scientific research to promote improvements in clinical and health system practices, including the prevention of diseases and other health conditions.

Grants On-Line Database
Searchable database of grants funded by AHRQ.

Over 60 links to funding opportunities and databases

http://phpartners.org/grants.html

Searchable Databases

Free through Emory (login with Emory ID and password)

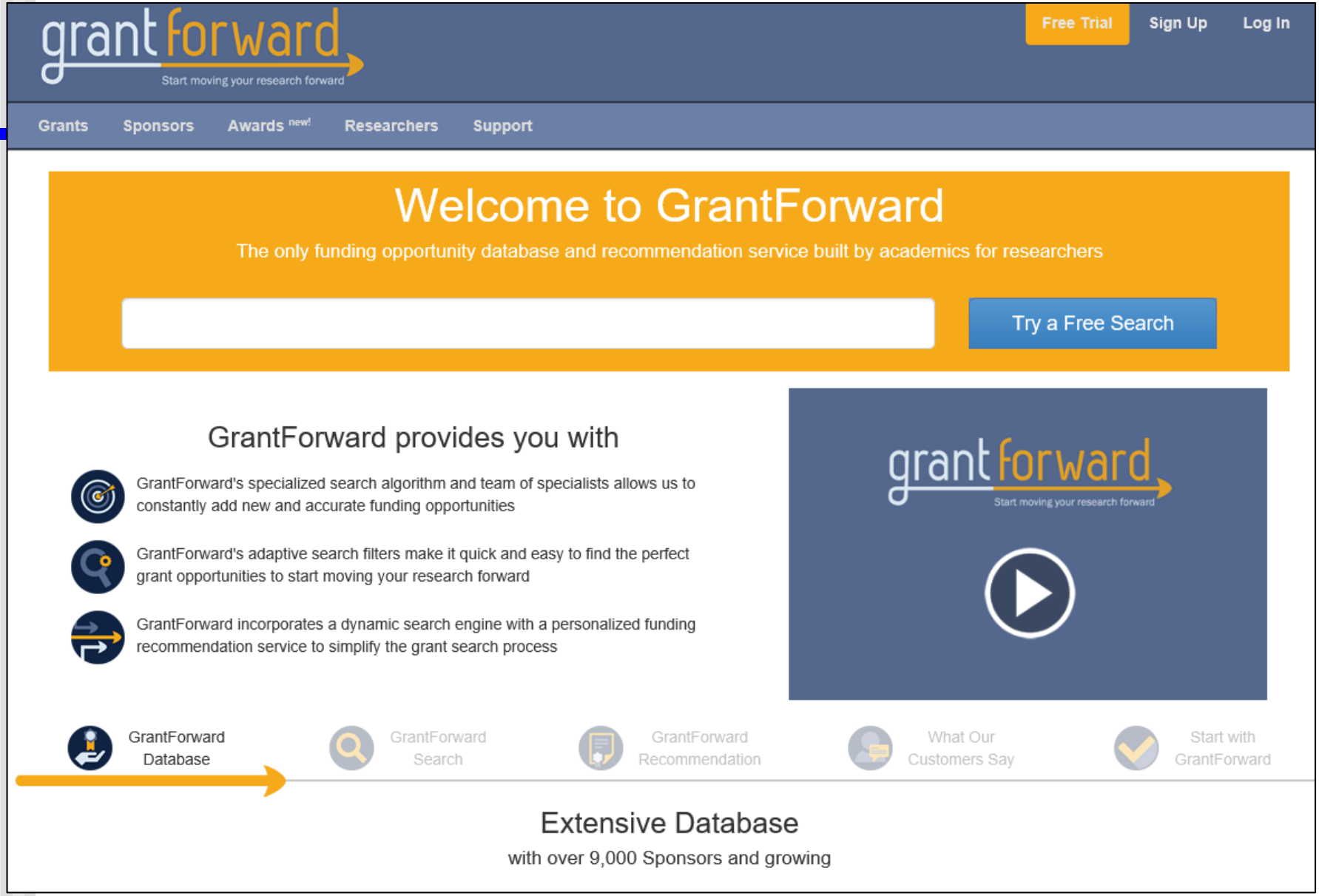
- ***Grant Forward (over 9000 sponsors)***
  https://www.grantforward.com

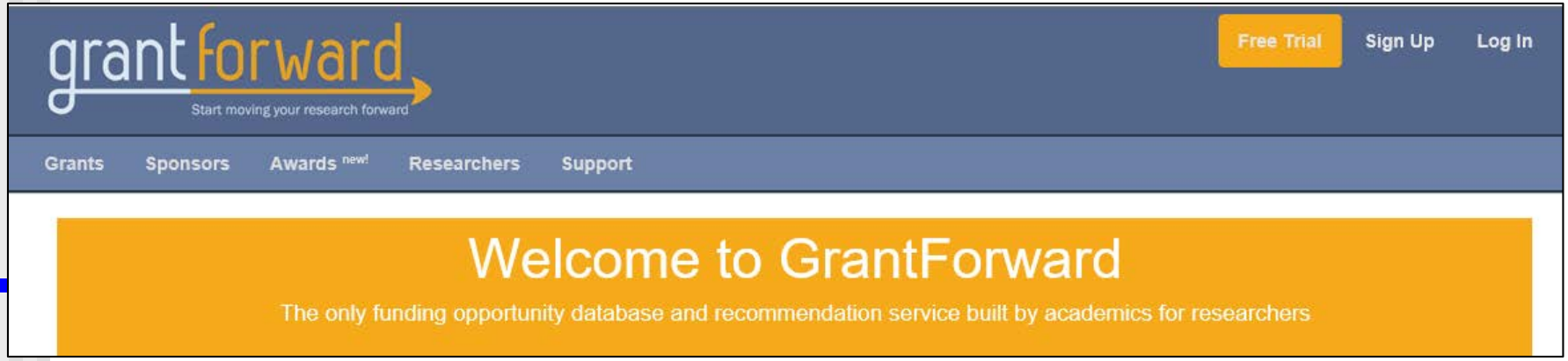
- ***Foundation Directory Online (140,000 foundations)***
  http://health.library.emory.edu/resources/databases/index.php?db_q=funding

Federal Databases

- **http://www.grants.gov/ (very broad, all federal funding)**
- **https://grants.nih.gov/grants/oer.htm**

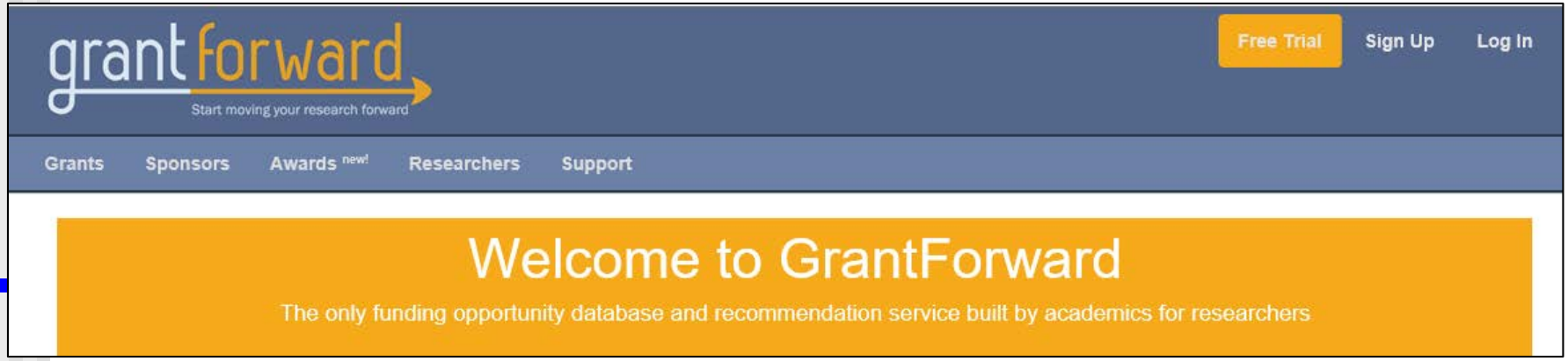
www.grantforward.com





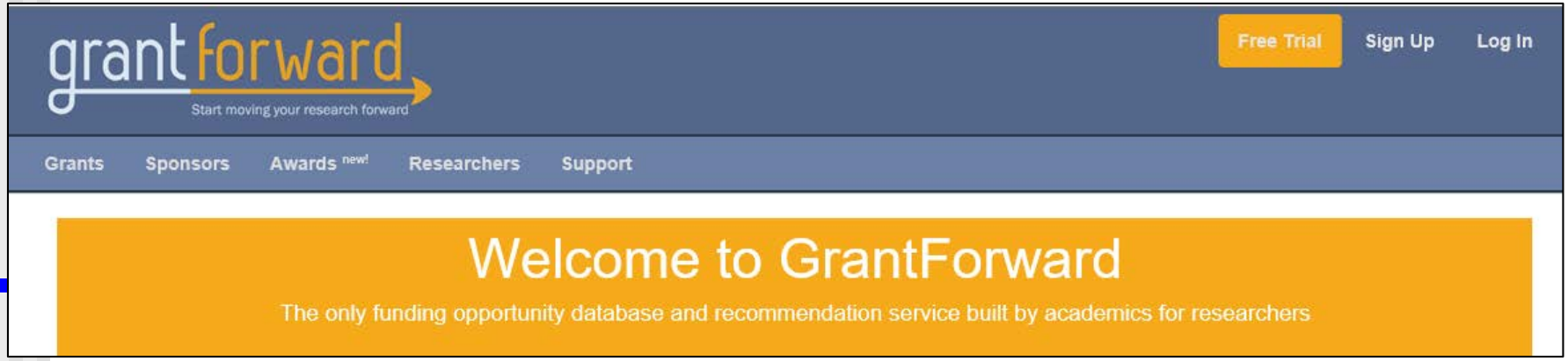
- Sign up with your Emory email and password
- Set your profile (education, title, interests)
- Complete searches
  - You can filter for type of funding, international, type of science
- Receive emails of potential funding

www.grantforward.com



- Search of research grants limited by STEM subjects, and postdoctoral fellow ≥ 1200
  - Epilepsy Foundation
  - Cystic Fibrosis Foundation
  - Dystonia Medical Research Foundation
  - etc

www.grantforward.com



- Travel awards
- Postdoctoral positions
- Added a filter for citizenship
- Added a filter for location

www.grantforward.com

General Points for Database Searching

a) Don't be unnecessarily specific – use preset categories carefully, then add terms

b) Neur* = neurology, neuroscience, neurosurgery

c) Training, Scholarship or Fellowship should be used in addition to "Postdoctoral"

d) Use funding goal terms as keywords – e.g., travel, research

e) Other interesting funding terms: Bridge funding, high risk/high reward research, mentored award

- NIH RePORTER allows you to "search a repository of NIH-funded research projects and access publications and patents resulting from that funding".

- Who is funded to do what I do?
- Where are they doing it?
- Which Institute is funding this work?
- See all funded awards at Emory or in Georgia

- Allows you to examine published abstracts of **funded NIH research** to see how others in your field describe their *Specific Aims* which are typically included in the Abstract

http://projectreporter.nih.gov/reporter.cfm

Approaches to finding funding:

- Google
- Funder webpages
  - Disease associations
  - Professional association
  - Government
- Searchable databases
- What's been funded – NIH RePORTER

How do I decide which funding I should apply for?

How do I decide which funding I should apply for?

- Talk to your PI
  - What are your long term goals?
  - What are the PI's funding needs?
  - Where does the funding come from in your lab?
  - What funding opportunities do they have experience with?
  - What kind of support will you have?
    - Time, feedback, sometimes PI needs to contribute money

How do I decide which funding I should apply for?

- Identified opportunity or know agency (NIH, NSF) but unsure of mechanism:
  - Do I qualify?
  - Can postdocs apply?
  - Best mechanism for you?
  - Project matches the mission of the funder?

Contact the Funder

Can I / Should I contact the funder?

- **YES, but this makes me nervous!**
- Some funders have a policy of not consulting with the applicants – this will be published on the website
  - NIH – Yes - always contact
  - Foundations – Maybe - check and see
- Most funders are happy to have you contact them – they don't want you to waste your time (or theirs) submitting a proposal that is not relevant to their mission

NIH - This is a complex system – talk to the people that understand it the best

Listed below is an overview of all NIH Institutes and Centers with the Programs. Click on the blue highlighted buttons below to view the active FOA's.

DS = Dissertation Awards ED = Education Grants

	Individual Awards																						
	Individual Fellowships						Career Development Awards													DS*			
	F05	F30	F31	F32	F33	F99/K00	K01	K02	K05	K07	K08	K12	K18	K22	K23	K24	K25	K26	K99/R00	R36	D43	D71
NCI		✎	✎	✎	✎		✎			✎	✎	✎		✎					✎		✎	
NEI		✎	✎								✎				✎				✎			
NHLBI		✎	✎	✎	✎		✎				✎	✎		✎	✎	✎	✎		✎			
NHGRI		✎	✎		✎		✎				✎								✎			
NIA		✎	✎	✎	✎		✎	✎		✎	✎		✎		✎	✎	✎		✎	✎		
NIAAA		✎	✎	✎	✎		✎	✎			✎				✎	✎	✎		✎		✎	
NIAID		✎	✎	✎			✎				✎			✎	✎	✎	✎		✎		✎	
NIAMS		✎	✎	✎	✎		✎				✎				✎	✎	✎		✎			
NIBIB		✎	✎	✎			✎				✎				✎		✎		✎			
NICHD		✎	✎	✎			✎				✎	✎			✎		✎		✎			
NIDCD		✎	✎	✎			✎				✎		✎	✎	✎	✎	✎		✎			
NIDCR		✎	✎	✎	✎		✎	✎			✎	✎	✎	✎	✎		✎		✎			
NIDDK		✎	✎	✎			✎				✎				✎		✎		✎			
NIDA		✎	✎	✎	✎		✎	✎			✎	✎			✎	✎	✎		✎	✎	✎	
NIEHS		✎	✎	✎	✎		✎	✎			✎				✎	✎	✎		✎			
NIGMS		✎	✎	✎	✎						✎	✎			✎		✎		✎			
NIMH		✎	✎	✎			✎				✎			✎	✎	✎			✎	✎	✎	
NIMHD		✎	✎	✎															✎			
NINDS		✎	✎	✎			✎	✎			✎			✎	✎				✎			
NINR			✎	✎	✎		✎								✎	✎			✎			
NLM		✎	✎				✎												✎			
FIC							✎														✎	
NCCIH		✎	✎	✎			✎				✎				✎	✎			✎			
NCATS																						
ORIP		✎	✎				✎												✎			

https://researchtraining.nih.gov/institute

For NIH- To find out who to contact

1) **Go to the program announcement to ask about a specific grant mechanism**

Or

2) Go to the (https://researchtraining.nih.gov/)

NIH Funding: Research Training and Career Development

Contact the Program/Training Staff

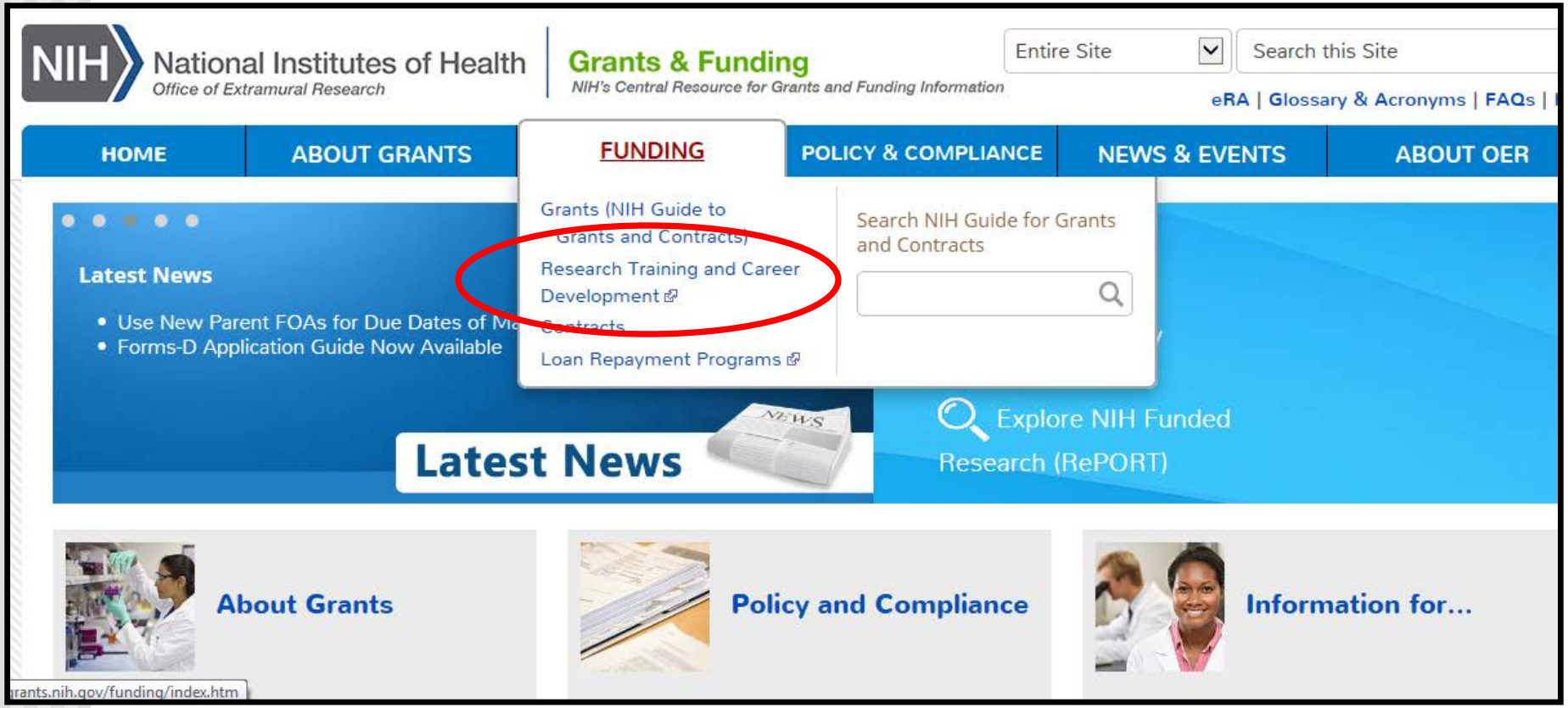
NIH considers training very important

Institutes and Centers have different priorities and sometimes different rules

If you are asking which mechanism fits the stage of your career, this is not necessarily a science discussion, but these may or may not also be the program official

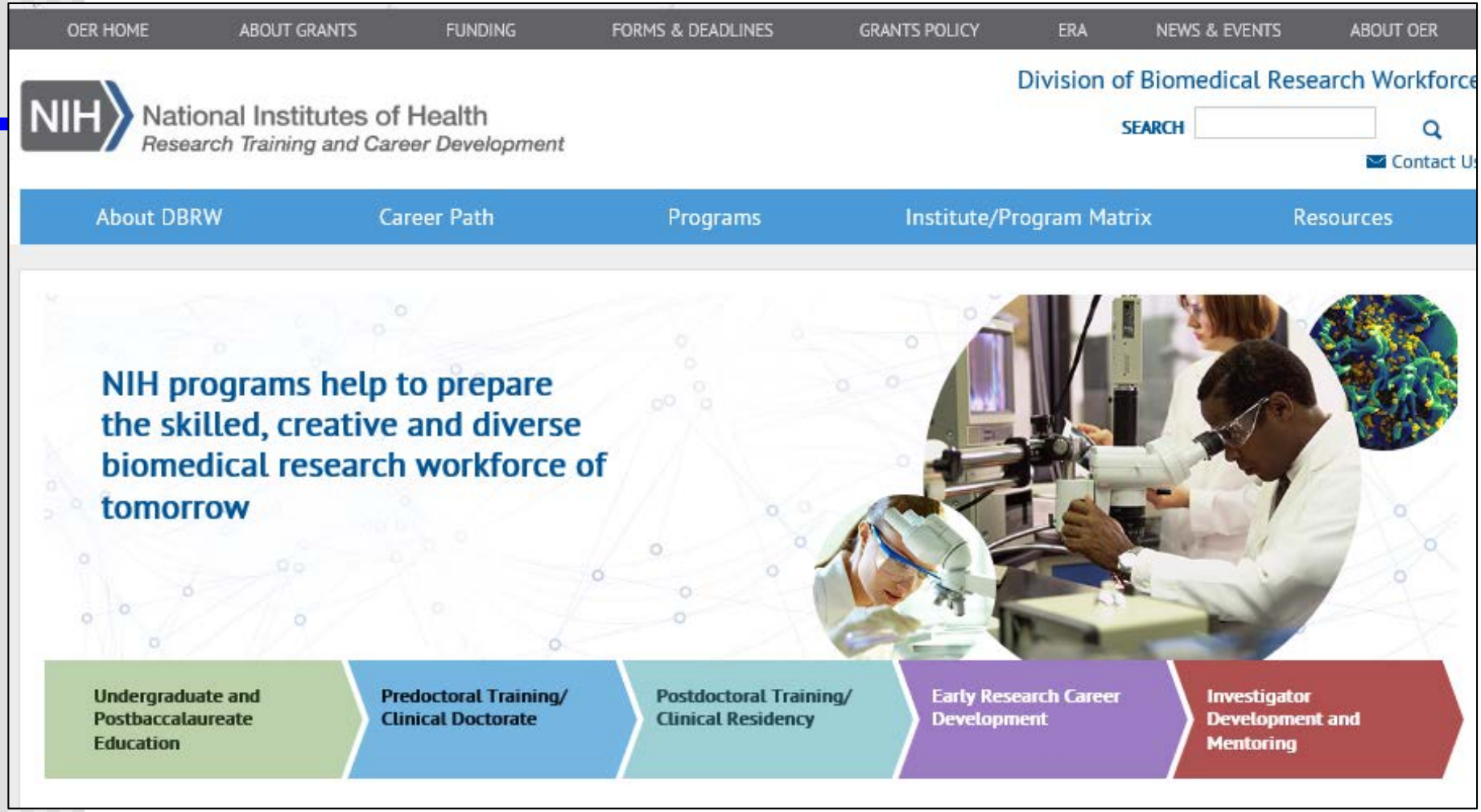
https://researchtraining.nih.gov/

NIH Funding: Research Training and Career Development



- https://grants.nih.gov/grants/oer.htm

NIH Funding: Research Training and Career Development



https://researchtraining.nih.gov/

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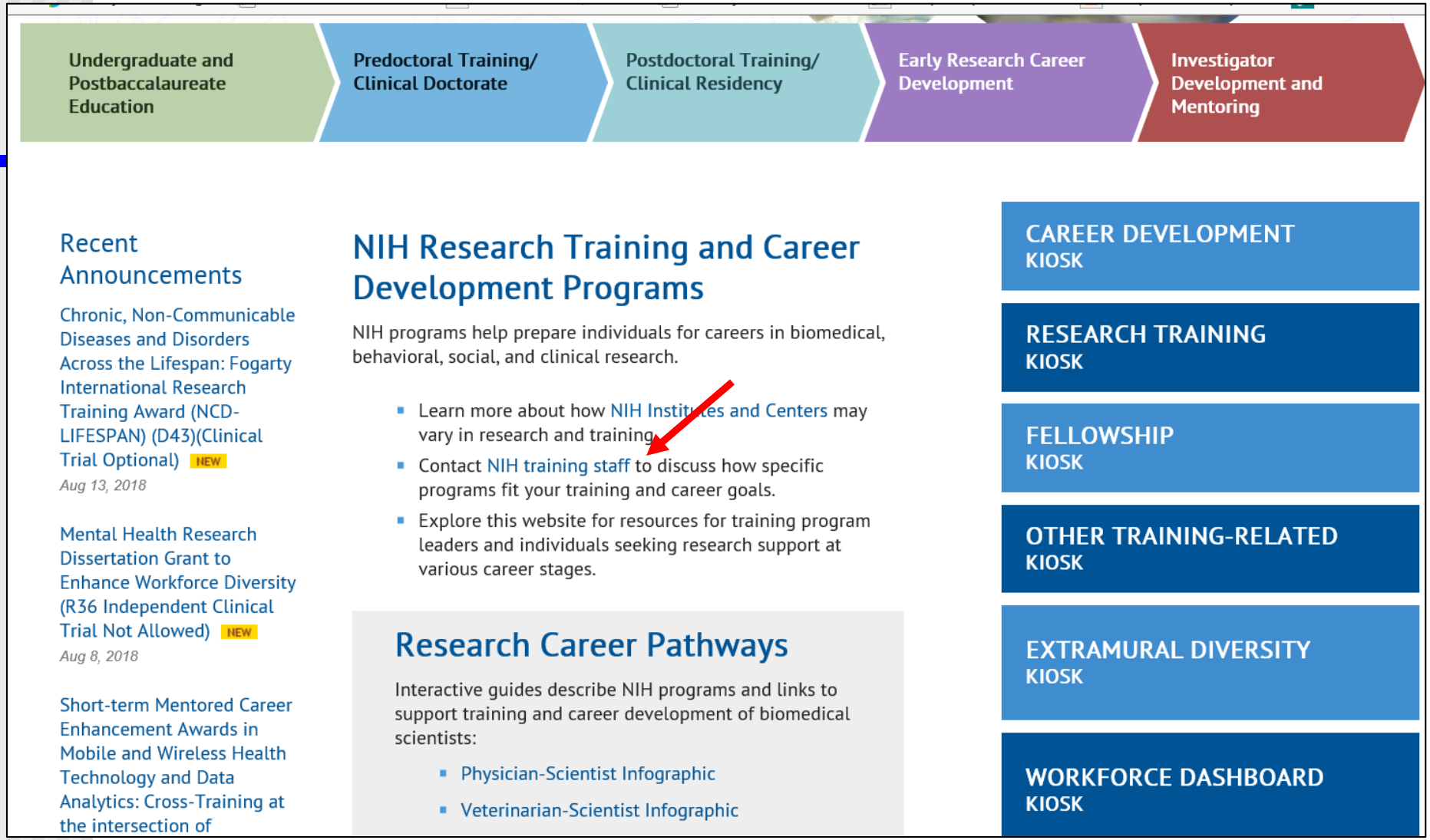

https://researchtraining.nih.gov/

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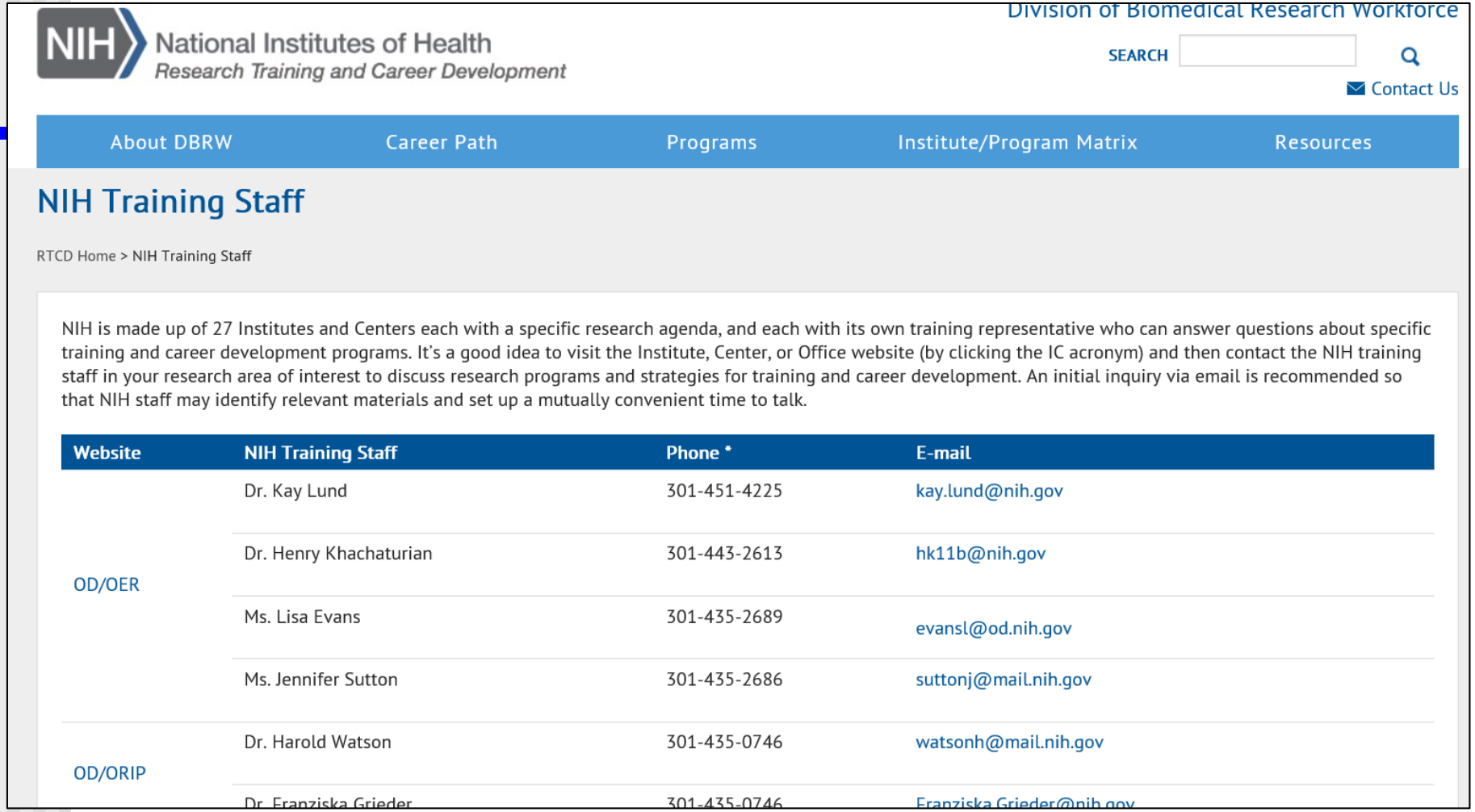


National Institutes of Health
Research Training and Career Development

Division of Biomedical Research Workforce

SEARCH

Contact Us

About DBRW | Career Path | Programs | Institute/Program Matrix | Resources

NIH Training Staff

RTCD Home > NIH Training Staff

NIH is made up of 27 Institutes and Centers each with a specific research agenda, and each with its own training representative who can answer questions about specific training and career development programs. It's a good idea to visit the Institute, Center, or Office website (by clicking the IC acronym) and then contact the NIH training staff in your research area of interest to discuss research programs and strategies for training and career development. An initial inquiry via email is recommended so that NIH staff may identify relevant materials and set up a mutually convenient time to talk.

Website	NIH Training Staff	Phone *	E-mail
OD/OER	Dr. Kay Lund	301-451-4225	kay.lund@nih.gov
	Dr. Henry Khachaturian	301-443-2613	hk11b@nih.gov
	Ms. Lisa Evans	301-435-2689	evansl@od.nih.gov
	Ms. Jennifer Sutton	301-435-2686	suttonj@mail.nih.gov
OD/ORIP	Dr. Harold Watson	301-435-0746	watsonh@mail.nih.gov
	Dr. Franziska Grieder	301-435-0746	Franziska.Grieder@nih.gov

https://researchtraining.nih.gov/

Are you sure I should I communicate with the funder? YES

What should I do first?

- Register in eRA Commons (federal grants only)
- Get an ORCID ID
- Prepare your Biosketch
- Draft aims (can delay if only asking about mechanism)
- Think about your career goals and path
- Contact the funder/training/program staff via email and ask for a time to speak

Are you sure I should communicate with the funder? YES

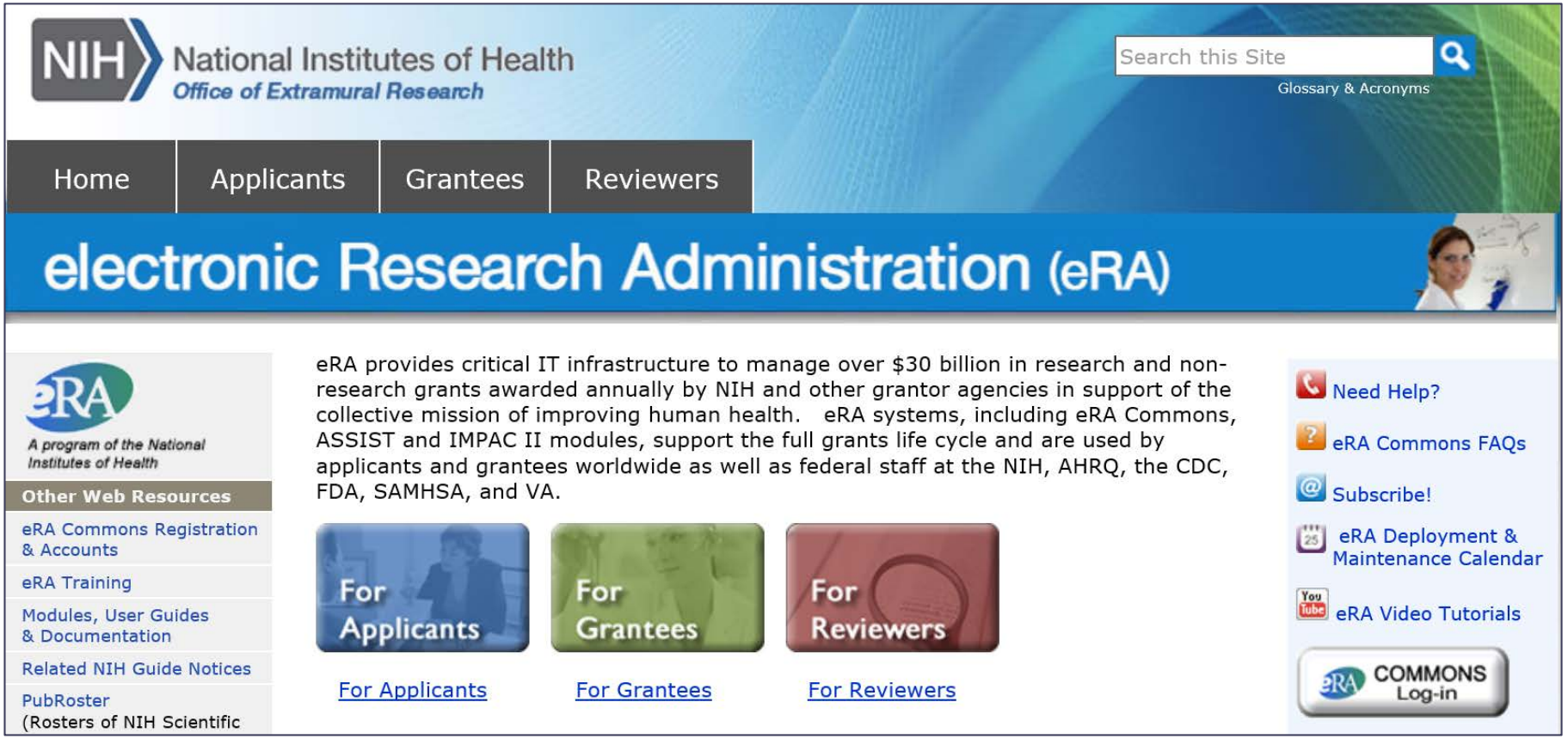
These are also the first steps for writing a grant

What should I do first?

- **Register in eRA Commons (federal grants only)**
- **Get an ORCID ID**
- **Prepare your Biosketch**
- **Draft aims (can delay if only asking about mechanism)**
- **Think about your career goals and path**
- **Contact the funder/training/program staff via email and ask for a time to speak**

What is eRA Commons?

Electronic Research Administration



Why/When do postdocs need to access eRA commons?

- If you are paid on a federal grant and the PI is submitting an annual progress report
  - all postdoctoral fellows who work over 1 calendar month must have an eRA commons ID

- If anyone is submitting a grant with you on it, and you are including your biosketch (ie you are Key Personnel)
  - eRA commons ID must be included on your biosketch

- If you are submitting a grant
  - Communicating with any NIH program officials before you submit, your biosketch should have an eRA commons ID
  - When you submit, your profile gets pulled into the application from eRA commons
  - F32 Letters of reference submitted directly to eRA commons and then linked to the application

- After you submit a grant
  - Status (where assigned, dates of review, council, etc)
  - JIT
  - Progress reports
  - Completion reports

https://era.nih.gov/commons/index.cfm

Register in eRa Commons

- Request an eRa Commons username (same as commons ID) by emailing osp@emory.edu
- Request a Role
  - Postdoctoral Fellow if you are not submitting grants
  - PI if you are planning on submitting a grant (F32, K or R, CDC, VA, etc)

- Once OSP sends you your username, go to (https://public.era.nih.gov/commons/public/login) to set up your account

- Also contact OSP if you already have an eRA commons username, but it is affiliated with a different university

Commons IDs are required for all individuals with a postdoctoral role who participate in a project for at least one person month or more

Emory OSP = Office of Sponsored Programs: Responsible for all grant submissions

What should I do first?

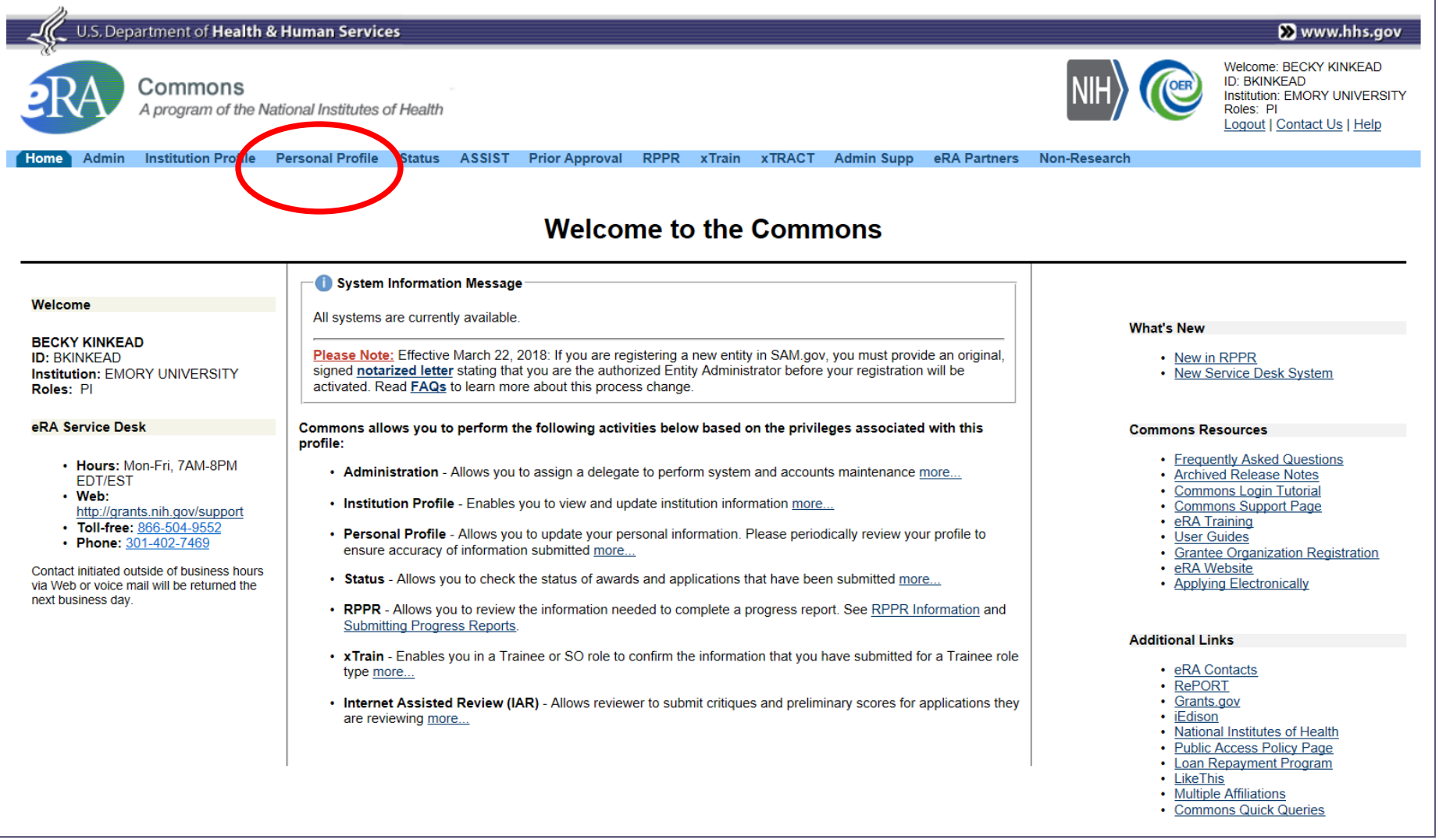
- Register in eRA Commons
- **Get an ORCID ID**
- **Prepare your Biosketch**
- **Draft aims**
- **Think about your career goals and path**
- **Contact the funder**

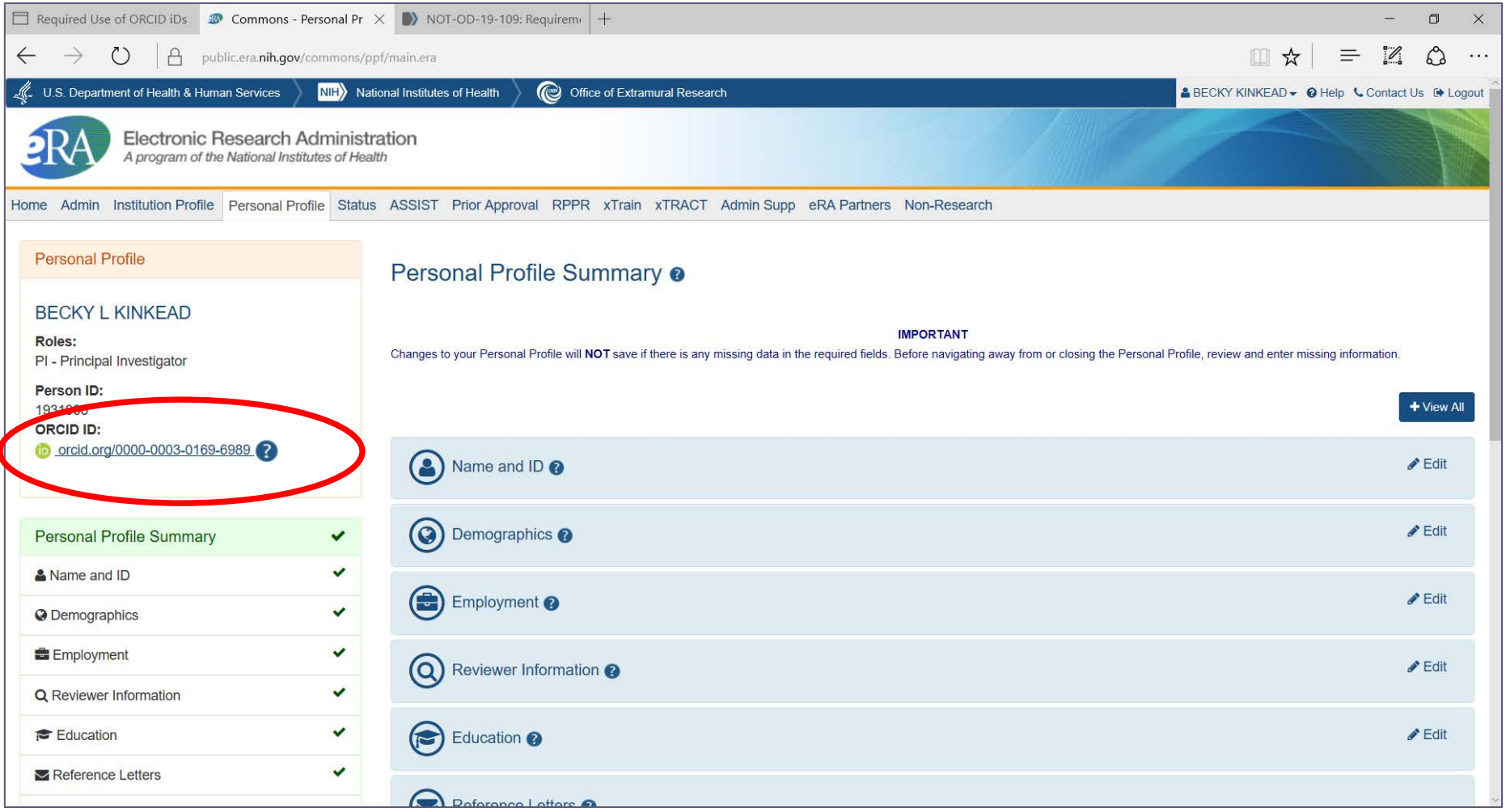
ORCID iD (Open Researcher and Contributor ID)

- Unique and persistent individual identification numbers which are used to identify individual scientific contributors and authors, and to distinguish individual scientists from others.
- Launched in 2012, ORCID iDs can particularly help distinguish individuals who have similar names.
- Over 7000 journals now also use ORCID IDs
- ORCIDs iDs are issued free of charge and are assigned by the non-profit organization ORCID, Inc.

ORCID iD (Open Researcher and Contributor ID)

- Beginning in federal Fiscal Year 2020, NIH, AHRQ, and CDC will require that individuals supported by research training (T), fellowship (F), research education (R25/R38/RL5/RL9), and career development (K) awards have ORCIDs.


U.S. Department of Health & Human Services
www.hhs.gov
eRA Commons
A program of the National Institutes of Health
NIH
OER
Welcome: BECKY KINKEAD
ID: BKINKEAD
Institution: EMORY UNIVERSITY
Roles: PI
Logout | Contact Us | Help
Home Admin Institution Profile Personal Profile Status ASSIST Prior Approval RPPR xTrain xTRACT Admin Supp eRA Partners Non-Research
Welcome to the Commons
Welcome
BECKY KINKEAD
ID: BKINKEAD
Institution: EMORY UNIVERSITY
Roles: PI
eRA Service Desk
Hours: Mon-Fri, 7AM-8PM EDT/EST
Web: http://grants.nih.gov/support
Toll-free: 866-504-9552
Phone: 301-402-7469
Contact initiated outside of business hours via Web or voice mail will be returned the next business day.
System Information Message
All systems are currently available.
Please Note: Effective March 22, 2018: If you are registering a new entity in SAM.gov, you must provide an original, signed notarized letter stating that you are the authorized Entity Administrator before your registration will be activated. Read FAQs to learn more about this process change.
Commons allows you to perform the following activities below based on the privileges associated with this profile:
Administration - Allows you to assign a delegate to perform system and accounts maintenance more...
Institution Profile - Enables you to view and update institution information more...
Personal Profile - Allows you to update your personal information. Please periodically review your profile to ensure accuracy of information submitted more...
Status - Allows you to check the status of awards and applications that have been submitted more...
RPPR - Allows you to review the information needed to complete a progress report. See RPPR Information and Submitting Progress Reports.
xTrain - Enables you in a Trainee or SO role to confirm the information that you have submitted for a Trainee role type more...
Internet Assisted Review (IAR) - Allows reviewer to submit critiques and preliminary scores for applications they are reviewing more...
What's New
New in RPPR
New Service Desk System
Commons Resources
Frequently Asked Questions
Archived Release Notes
Commons Login Tutorial
Commons Support Page
eRA Training
User Guides
Grantee Organization Registration
eRA Website
Applying Electronically
Additional Links
eRA Contacts
RePORT
Grants.gov
iEdison
National Institutes of Health
Public Access Policy Page
Loan Repayment Program
LikeThis
Multiple Affiliations
Commons Quick Queries



If you don't have an ORCID ID linked to eRA Commons, this will say '**Create or Connect your ORCID iD**'

What should I do first?

- Register in eRA Commons
- Get an ORCID ID
- **Prepare your Biosketch**
- **Draft aims**
- **Think about your career goals and path**
- **Contact the funder**

Prepare an NIH style Biosketch even for non-federal grants

For instructions on how to prepare your Biosketch
Contact me: bkinkea@emory.edu

- Next class 10:15
- Webinar
- Slide sets
- Examples
- Ask for feedback

What should I do first?

- Register in eRA Commons
- Get your ORCID iD
- Prepare your Biosketch
- **Draft aims (can wait if you are just asking about which mechanism)**
- **Think about your career goals and path**
- **Contact the funder**

Draft an aims page

- You will send this to the training staff or the program officer
- Will help you focus your thoughts and plans – starting point for a grant application
- Not a contract – you can change it
- Attend workshop (11:30-12:30)
- Find examples (ask for slides/webinar)

What should I do first?

- Register in eRA Commons
- Prepare your Biosketch
- Draft aims
- **Think about your career goals and path**
  - **Where do you want to be in 3, 5, 10 years?**
  - **Do not think about it for the first time on the phone with the funding agency**
- **Contact the funder**

Communicating with the Funder

Dear Dr. Hyde,

My name is Becky Kinkead and I am a Postdoctoral Fellow in the Department of Psychiatry at Emory University. My mentor, Dr. Jones, was a colleague of yours at the Basel Research Foundation in 2010.

I would like to submit an F32 application to your institute and I would be most grateful if you could give me some feedback (biosketch and brief specific aims attached) regarding whether the F32 mechanism is the correct funding path for my career development.

Would it be possible for me to contact you by phone to discuss whether my research interests and career goals align with the mission of the NIMH?

Thank you for your assistance.

Becky Kinkead, PhD

(full signature with all identifying info including PHONE #.)

I’ve decided which mechanism to apply for – what now?

All funding applications come with specific instructions: including non-federal

Find the instructions

Follow the instructions

Instructions for NIH grants

For NIH you need two documents:

- **The funding announcement (**PA or PAR, RFA, RFP)
- **The SF424 - Instructions**

NIH Funding

Funding Opportunity Announcements (FOA)

- If federal, also referred to as a PA (or PAR), RFA, RFP
  - Ruth L. Kirschstein National Research Service Award (NRSA) Individual Postdoctoral Fellowship (Parent F32) (PA-18-670)
  - Mentored Research Scientist Development Award (Parent K01) (PA-18-369)
  - NIH Pathway to Independence Award (Parent K99/R00) (PA-18-397)

'Parent' Announcement = Generic announcement associated with a specific funding type, not on a specific topic

NIH Funding

Funding Opportunity Announcements (FOA)

- Each award comes with a full set of instructions and information
  - Purpose
  - Notices – important caveats
  - Eligibility criteria
  - Open / close dates
  - Application due dates
  - Funds available
  - Topics or types of studies allowed
  - Contact information
  - Submission Instructions
  - Review process
  - SAVE/PRINT AND STUDY

✓ A Google search will **not** produce the most recent PA at the top of the list; be sure to check expiration date

Participating Institutes and Centers

Department of Health and Human Services

Part 1. Overview Information

Participating Organization(s)

National Institutes of Health (NIH)

Components of Participating Organizations

National Cancer Institute (NCI)
National Eye Institute (NEI)
National Heart, Lung, and Blood Institute (NHLBI)
National Human Genome Research Institute (NHGRI)
National Institute on Aging (NIA)
National Institute on Alcohol Abuse and Alcoholism (NIAAA)
National Institute of Allergy and Infectious Diseases (NIAID)
National Institute of Arthritis and Musculoskeletal and Skin Diseases (NIAMS)
National Institute of Biomedical Imaging and Bioengineering (NIBIB)
Eunice Kennedy Shriver National Institute of Child Health and Human Development(NICHD)
National Institute on Deafness and Other Communication Disorders (NIDCD)
National Institute of Dental and Craniofacial Research (NIDCR)
National Institute of Diabetes and Digestive and Kidney Diseases (NIDDK)
National Institute on Drug Abuse (NIDA)
National Institute of Environmental Health Sciences (NIEHS)
National Institute of General Medical Sciences (NIGMS)
National Institute of Mental Health (NIMH)
National Institute of Nursing Research (NINR)
National Institute on Minority Health and Health Disparities (NIMHD
National Center for Complementary and Integrative Health (NCCIH)

Special Note: Not all NIH Institutes and Centers participate in Parent Announcements. Applicants should carefully note which ICs participate in this announcement and view their respective areas of research interest and requirements at the ***Table of IC-Specific Information, Requirements and Staff Contacts*** website. ICs that do not participate in this announcement will not consider applications for funding. Prior consultation with NIH staff is strongly encouraged.

https://grants.nih.gov/grants/guide/pa-files/PA-18-670.html

Submitting the grant

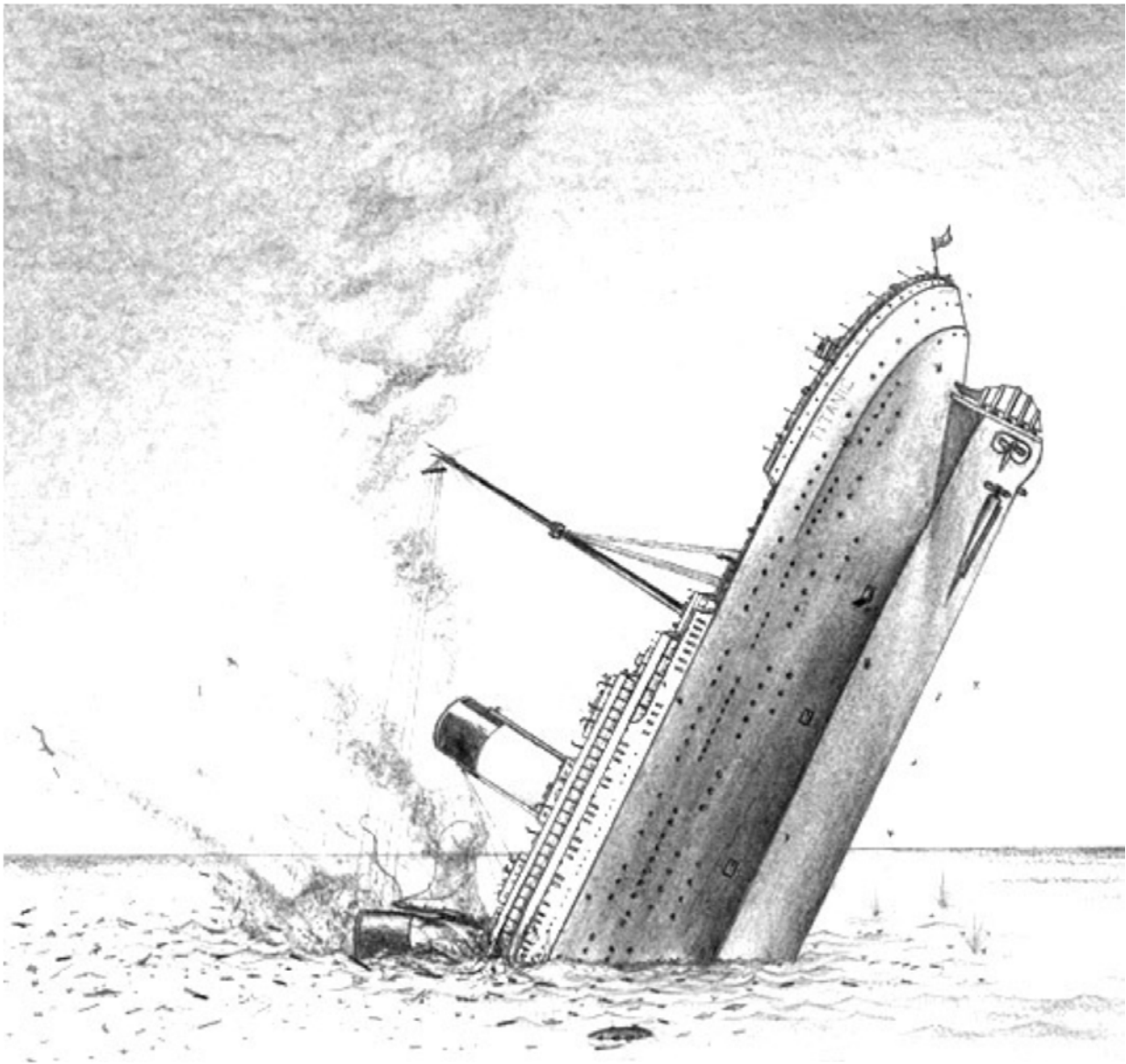
- With a few exceptions, you **must** route a grant submission through your department, school and Emory
- Emory has to sign off on the grant and may actually submit (eg. all NIH grants)
- In most cases the grant is actually to Emory with you as the Principle Investigator
- Always ask if you are unsure

Common Do's and Don'ts in scientific grant writing

Do's

- READ ALL DIRECTIONS
- FOLLOW ALL GUIDELINES
- MAKE YOURSELF A PERSONAL "TO DO" LIST AND CHECK LIST
- PACE YOURSELF
- GET LOTS OF FEEDBACK

If you don't follow the guidelines...



Don’ts

- Don’t exceed the page limit
- Don’t use the wrong font, pagination, spacing, etc.
- Don’t skip any sections
- Don’t do this alone

Don’ts

- Don’t reinvent the wheel

What should I be doing with ..... 3-4 months before a deadline

1. eRA commons username, ORCID ID, Biosketch, Aims
2. If NIH - Contact the training staff
3. Find a copy of a successful proposal
4. All funding - Contact the Program Officer / Funder
5. Start proposal ‘notebook’ - obtain all necessary forms and information; start on forms;
6. Participate in REGULAR, ACTIVE discussions with mentor
7. If applying for Fellowship - Formulate RESEARCH TRAINING PLAN - draft an outline with all required sections
8. If applying for Fellowship – Generally require reference letters

   Identify individuals who can provide REFERENCES
9. Take advantage of resources / workshops / training / editing

What Should I Be Doing with ..... 1-2 month to go?

1. Write/revise full-length drafts of your proposal
2. Start Emory routing and assemble application (ask for webinars)
3. If required, Check on your Letters of Recommendation
   - be clear on due date
4. Circulate all sections of your proposal for **quality** critique and review

What Should I Be Doing with ..... Less than 2 weeks to go?

1. Circulate final versions of your proposal for **quality** critique and review
2. Final Emory routing
3. Recheck instructions to make sure complete all components
4. Submit

Good News!

- Web
- Publications
- NIH
- OPE
- Mentors
- Peers

How should you spend your time if you are not writing grants?

- Research (of course) but also publish, publish, publish:
  - 1st author is best
  - In highly ranked journals

Vocabulary/Terminology

- OSP – Office of Sponsored Programs (Emory)
- Cayuse – Emory system for compiling an NIH grant (accessible through OSP website).
- NIH – National Institutes of Health
- NIH Institute or Center
- OER - Office of Extramural Research
- PA – Program Announcement – a funding opportunity
- PAR - A PA with special **receipt, referral and/or review** considerations, as described in the PAR announcement
- RFA – Request for Application, Identifies a more narrowly defined area for which one or more NIH institutes have set aside funds for awarding grants
- Parent Announcement – Parent announcements are broad funding opportunity announcements allowing applicants to submit investigator-initiated applications
- PI – Principle Investigator

Useful Training Websites

- **Grant Application Basics**
  - http://grants.nih.gov/grants/grant_basics.htm
- **NIDA Research Training Opportunities for Young Investigators**
  - http://www.nida.nih.gov/ResearchTraining/Traininghome.html
- **NINDS Office of Training, Development and Workforce Diversity**
  - http://www.ninds.nih.gov/funding/areas/training_and_career_development/index.htm
- **NIH Grant Review Process – YouTube Videos**
  - http://public.csr.nih.gov/aboutcsr/contactcsr/pages/contactorvisitcsrpages/nih-grant-review-process-youtube-videos.aspx

Grant Writing Publications and Resources

- Russell SW and Morrison DC (2010) The Grant Application Writer's Workbook: National Institutes of Health Version, Grant Writers' Seminars and Workshops, www.GrantCentral.com.
- Yang OO (2005) Guide to Effective Grant Writing: How to Write an Effective NIH Grant Application, Springer Science+Business Media, NY, NY.
- Rasey (1999) The Art of Grant Writing. *Current Biology*, 9(11)R387.
- Davidson (2005) Grant writing and academic survival: What the fellow needs to know. *Gastrointestinal Endoscopy* 61(6):726-727.
- http://www.ohsu.edu/xd/research/administration/research-funding-development/classes-workshops/upload/Funding-Focus-April-2013-Writing-a-great-specific-aims-page.pdf
- http://www.virginia.edu/vpr/postdoc/docs/WamhoffGrantWrting101.pdf
- https://www.soph.uab.edu/ssg/files/Club_ssg/Selling%20Your%20Specific%20Aims.pdf

Biosketch: Examples and Tips

- **NIH forms page**
  - (http://grants.nih.gov/grants/funding/phs398/phs398.html)
- **NIH Biosketch FAQs**
  - (http://grants.nih.gov/grants/policy/faq_biosketches.htm)
- **Demystifying the new NIH Biosketch**
  - (http://www.sph.emory.edu/research/documents/NewNIHBiosketch.pdf)
- **Demystifying the new NIH Biosketch, part II: Focus on NIH Grant Reviewer Reactions & Perspectives**
  - (http://www.sph.emory.edu/research/documents/DemystifyingNewNIHBiosketch-3-9-15.pdf)

Specific Aims
Reference

- Russell SW and Morrison DC (2010) The Grant Application Writer's Workbook: National Institutes of Health Version, Grant Writers' Seminars and Workshops, www.GrantCentral.com.
- Yang OO (2005) Guide to Effective Grant Writing: How to Write an Effective NIH Grant Application, Springer Science+Business Media, NY, NY.
- Rasey (1999) The Art of Grant Writing. *Current Biology*, 9(11)R387.
- Davidson (2005) Grant writing and academic survival: What the fellow needs to know. *Gastrointestinal Endoscopy* 61(6):726-727.
- http://www.ohsu.edu/xd/research/administration/research-funding-development/classes-workshops/upload/Funding-Focus-April-2013-Writing-a-great-specific-aims-page.pdf
- http://www.virginia.edu/vpr/postdoc/docs/WamhoffGrantWrting101.pdf
- https://www.soph.uab.edu/ssg/files/Club_ssg/Selling%20Your%20Specific%20Aims.pdf

Specific Aims

Examples

- http://www.niaid.nih.gov/researchfunding/grant/Documents/Wahlbyresplan.pdf

- http://pda.grad.uci.edu/files/2013/01/3-01-13-NIH-Specific-Aims-examples.pdf

Resources from NIH:

- **NIH Videos**
  - **https://grants.nih.gov/grants/how-to-apply-application-guide/video/index.htm**

Subscribe to get info:

Check your Emory junk Email for notifications

- **Extramural Nexus**
  - **(http://nexus.od.nih.gov/all/)**
- **NIH Open Mike**
  - **(http://nexus.od.nih.gov/all/category/blog/)**
- **NIH Guide to Grants and Contracts**
  - **(https://grants.nih.gov/grants/guide/listserv_dev.htm)**