

## Suggested Formats: Baseline Program Data

### Rationale

The application must provide baseline data on the proposed program. These data allow reviewers to assess whether the organization has the pool of trainees and faculty can support the proposed program. The number of training grant eligible candidates will be used to determine the appropriate budget and number of funded positions. Trainee pool characteristic data serve as a basis for review of planned activities, including recruitment. NIGMS will use the data provided in a manner consistent with applicable law.

### Suggested Format C: Census of Participating Departments or Interdepartmental Programs

#### Instructions

For the current academic year, provide the total number of faculty members and undergraduates in each participating department and interdepartmental program. Faculty members should be counted only once in association with a single department or interdepartmental program. Undergraduates should be counted only once and in association with a single department or interdepartmental program. Applicants are encouraged to use the Suggested Format C below to organize the data (see sample tables below).

For each participating department, division, or interdepartmental program enter the following counts for the previous full academic year:

1. **Participating Department or Program.** List the name of the Department, Division, or Interdepartmental Program.
2. **Total Faculty.** Provide the total number of current faculty members. In the Total row, count each faculty member only once and enter, in bold font, the total number of *unique* faculty members across the participating departments and interdepartmental programs.
3. **Participating Faculty.** Provide the total number of faculty members who will participate in the proposed training program. In the Total row, count each faculty member only once and enter, in bold font, the total number of *unique* participating faculty members across the participating departments and interdepartmental programs. (Where faculty members are included in the counts for both a department and a program, or have appointments in more than one participating department, the total number of *unique* faculty will be less than the sum across participating departments and programs.)
4. **Total Undergraduates.** Enter the total number of undergraduates. In the Total row, sum across departments and interdepartmental programs and enter, in bold font, the total number of undergraduates for this column.
5. **Training Grant Eligible (TGE) Undergraduates.** Enter the total number of training-grant eligible undergraduates for the proposed program (this number will reflect students who are citizens or non-citizen nationals of the U.S. or permanent residents). In the Total row, sum across departments and interdepartmental programs and enter, in bold font, the total number of undergraduates for this column.
6. **Total Undergraduates Supported by any Training Award.** Provide the total number of undergraduates who are currently supported by **any** training award (e.g., NIH T34, R25, NSF). In the Total row, sum across departments and interdepartmental programs and enter, in bold font, the total number of undergraduates for this column.
7. **Undergraduates Supported by this Training Grant (Only Renewals/Revisions).** If this is a renewal or revision application, enter the total number of undergraduates currently supported on the training grant. In the Total row, sum across departments and interdepartmental programs and enter, in bold font, the total number of undergraduates for this column. If not a renewal or revision, do not include this column.

**Sample: Suggested Format C: Census of Participating Departments or Interdepartmental Programs  
(Academic Year: 2023 - 2024)**

<b>Participating Department or Program</b>	<b>Total Faculty</b>	<b>Participating Faculty</b>	<b>Total UG</b>	<b>TGE UG</b>	<b>Total UG Support by Any Training Award</b>	<b>UG Supported by this Training Grant (Only Renewals/Revisions)</b>
Biology	15	10	300	200	3	3
Chemistry	10	8	100	75	3	3
Physics	8	3	50	25	2	0
Psychology & Neuroscience	12	9	150	100	2	2
<b>Total</b>	<b>45</b>	<b>30</b>	<b>600</b>	<b>400</b>	<b>10</b>	<b>8</b>

UG, Undergraduate; TGE, Training Grant Eligible