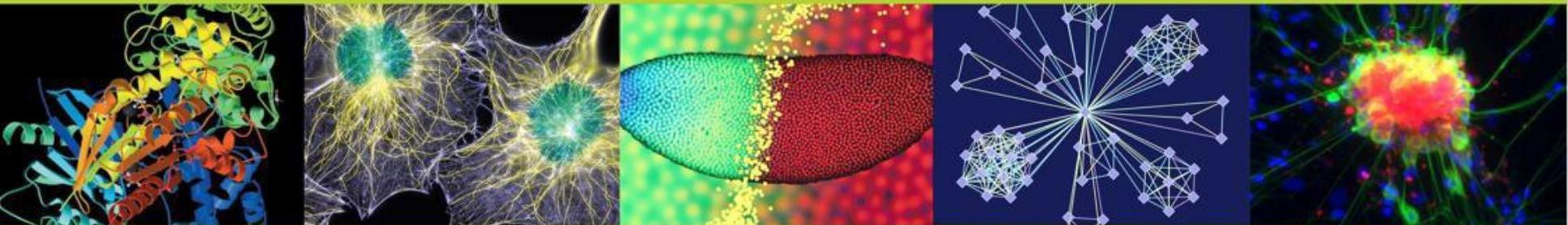


SEPA Overview and Grant Application Webinar
Wednesday, June 5, 2019
2:00 pm Eastern Daylight Time (GMT-04:00)

SEPA Overview and Grant Application Process Webinar

National Institute of General Medical Sciences (NIGMS)
Division for Research Capacity Building
National Institutes of Health (NIH)



Webinar Presenters

Scientific/Research

Tony Beck, Ph.D. (SEPA)

National Institute of General Medical Sciences (NIGMS)

Email: beckl@mail.nih.gov

Human Subjects

Rashada Alexander, Ph.D. (SEPA-Human Subjects SME)

National Institute of General Medical Sciences (NIGMS)

Email: rashada.alexander@nih.gov

Peer Review

Jonathan Arias, Ph.D.

Center for Scientific Review (CSR)

Email: ariasj@csr.nih.gov

Financial/Grants Management

Brian Iglesias

National Institute of General Medical Sciences (NIGMS)

Email: iglesiab@mail.nih.gov



SEPA Funding Opportunity Announcement (FOA)

Department of Health and Human Services

Part 1. Overview Information

Participating Organization(s)	National Institutes of Health (NIH)
Components of Participating Organizations	National Institute of General Medical Sciences (NIGMS)
Funding Opportunity Title	NIH Science Education Partnership Award (SEPA)(R25)
Funding Opportunity Announcement (FOA) Number	PAR-17-339



Section VII. Agency Contacts

Scientific/Research Contact

Tony Beck, Ph.D. (SEPA)

National Institute of General Medical Sciences (NIGMS)

Email: beckl@mail.nih.gov

Peer Review Contact

Jonathan Arias, Ph.D.

Center for Scientific Review (CSR)

Email: ariasj@csr.nih.gov

Financial/Grants Management Contact

Brian Iglesias

National Institute of General Medical Sciences (NIGMS)

Email: iglesiab@mail.nih.gov



Funding:

- **R25 NIH Research Science Education funding mechanism**
- **5-Year, \$1.35M award**
- **Budget FY18 = \$18.5M**

Letter of Intent Due Date

June 9, 2019

Application Due Date

July 9, 2019, 5:00 PM local time

Scientific Merit Review

September/October 2019

Advisory Council Review

January 2020

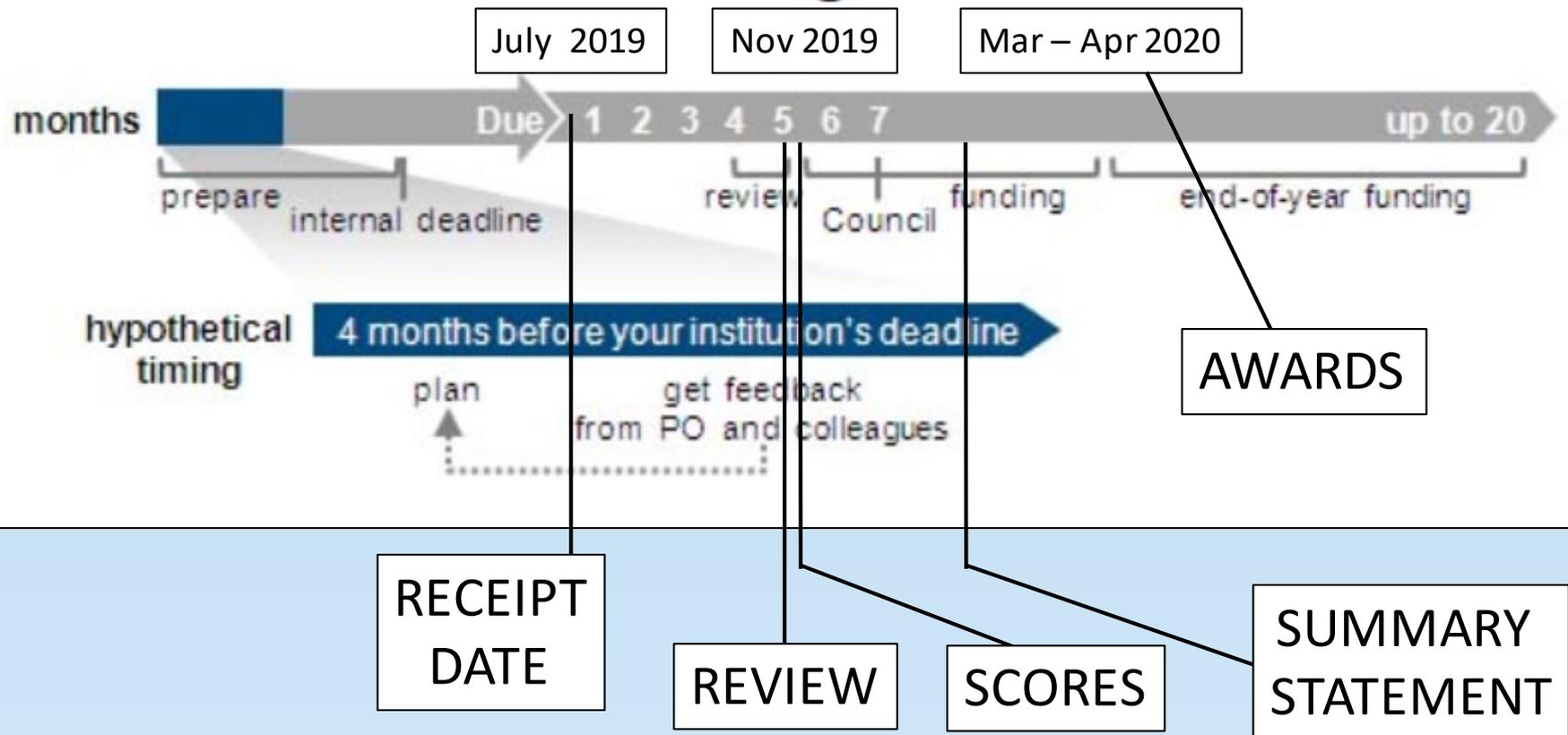
Earliest Start Date

March/April 2020



FY19 SEPA Review & Award Cycle

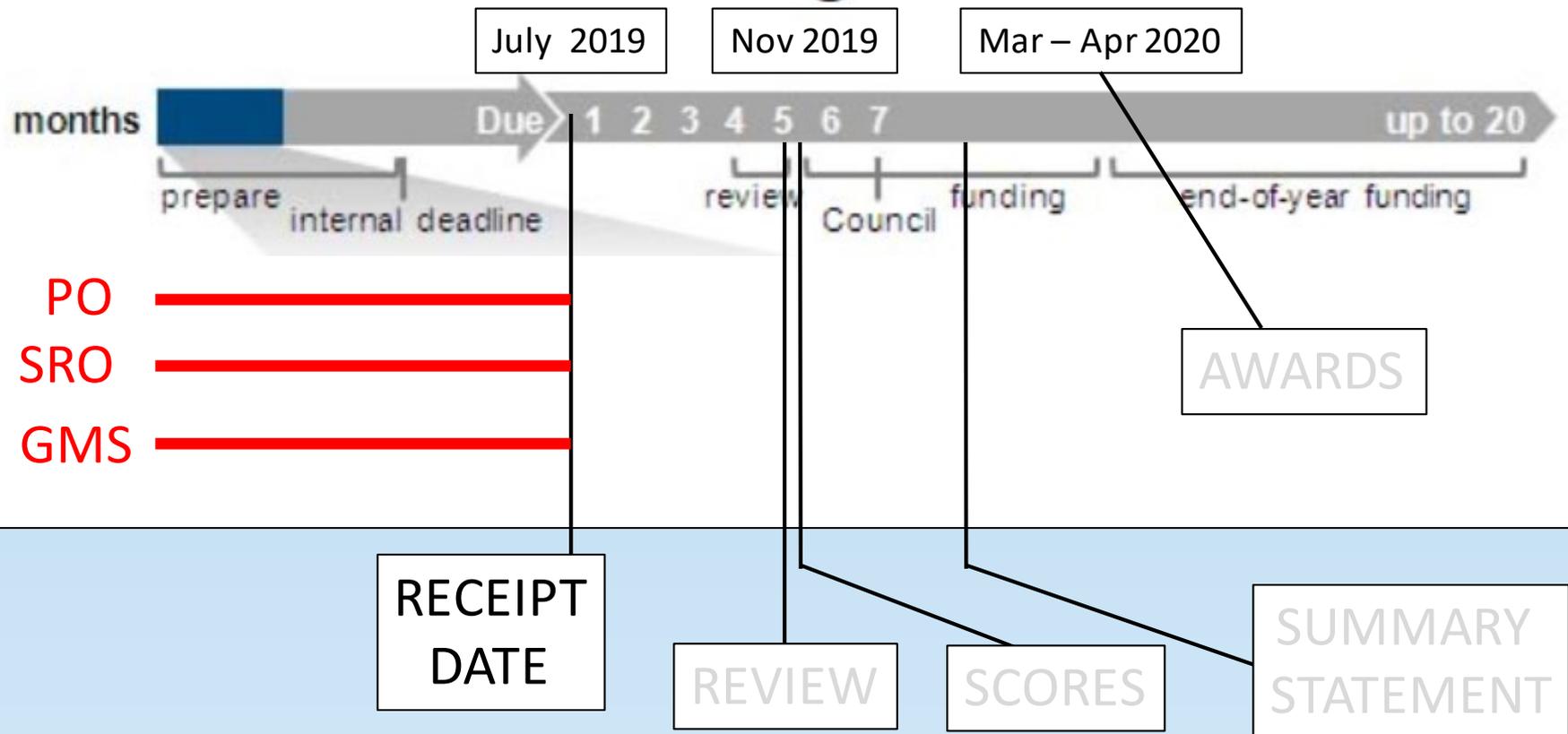
Timeline for Planning a Grant



FY19 SEPA Review & Award Cycle

staff contacts

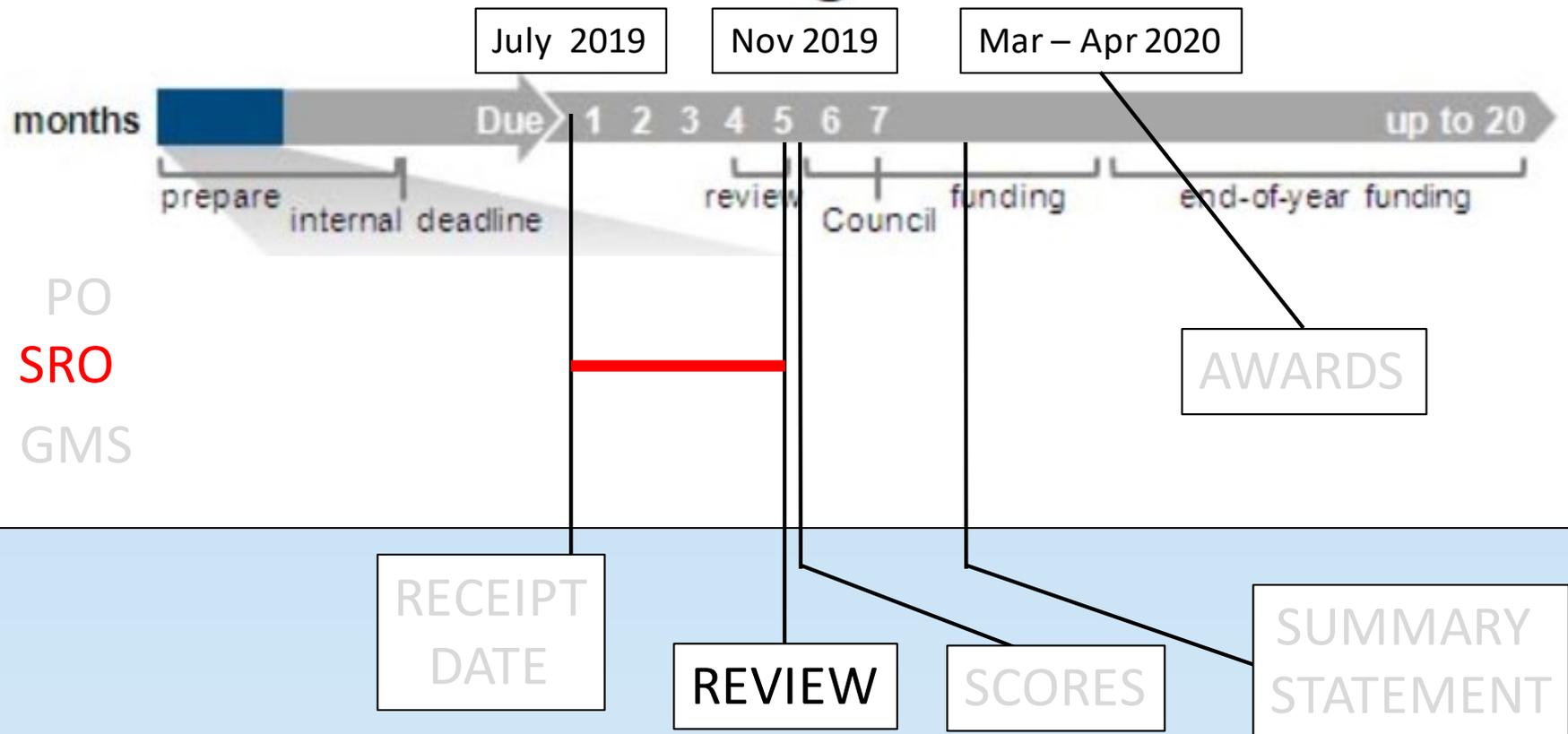
Timeline for Planning a Grant



FY19 SEPA Review & Award Cycle

staff contacts (SRO)

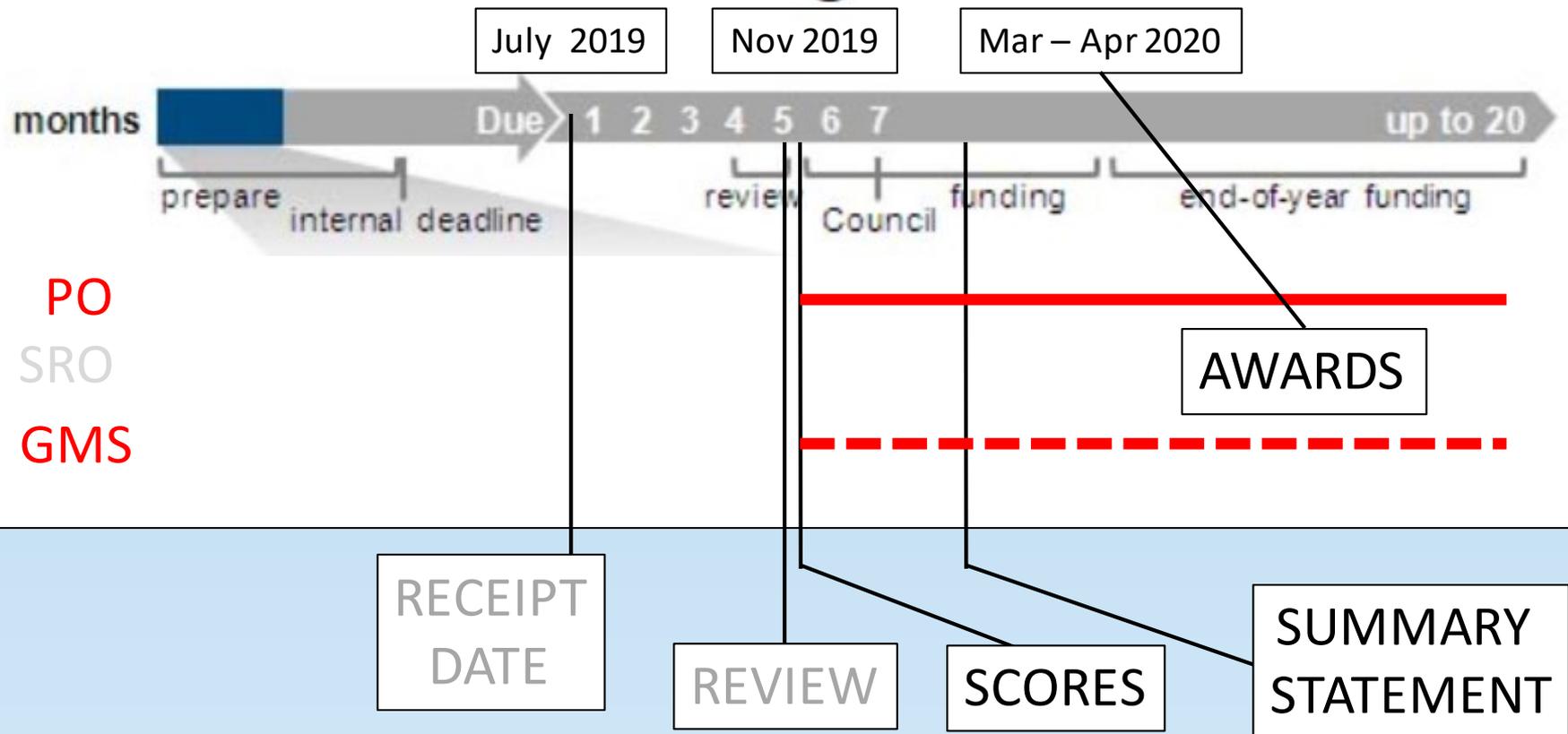
Timeline for Planning a Grant



FY19 SEPA Review & Award Cycle

staff contacts (PO & GMS)

Timeline for Planning a Grant





SEPA SCIENCE EDUCATION
PARTNERSHIP AWARD
Supported by the National Institutes of Health

Our goal - a diverse pipeline



Purpose

- Increase the numbers of urban, rural and minority students considering research and medical careers
- Public health literacy



SEPA SCIENCE EDUCATION
PARTNERSHIP AWARD
Supported by the National Institutes of Health

Our goal - a diverse pipeline



Partnerships

- Scientists and clinicians partnering with educators, community organizations and science centers



SEPA SCIENCE EDUCATION PARTNERSHIP AWARD
Supported by the National Institutes of Health

Our goal - a diverse pipeline



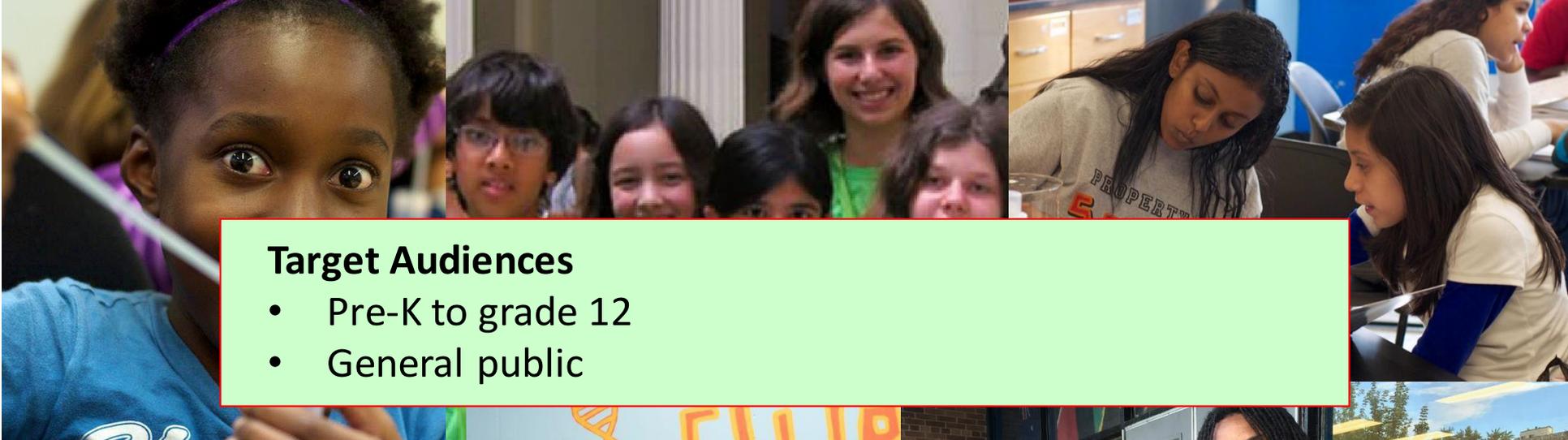
Goals

- Career opportunities for minority and underserved students to increase workforce diversity
- Teacher professional development



SEPA SCIENCE EDUCATION
PARTNERSHIP AWARD
Supported by the National Institutes of Health

Our goal - a diverse pipeline



Target Audiences

- Pre-K to grade 12
- General public



SEPA SCIENCE EDUCATION PARTNERSHIP AWARD
Supported by the National Institutes of Health

Our goal - a diverse pipeline



Topics

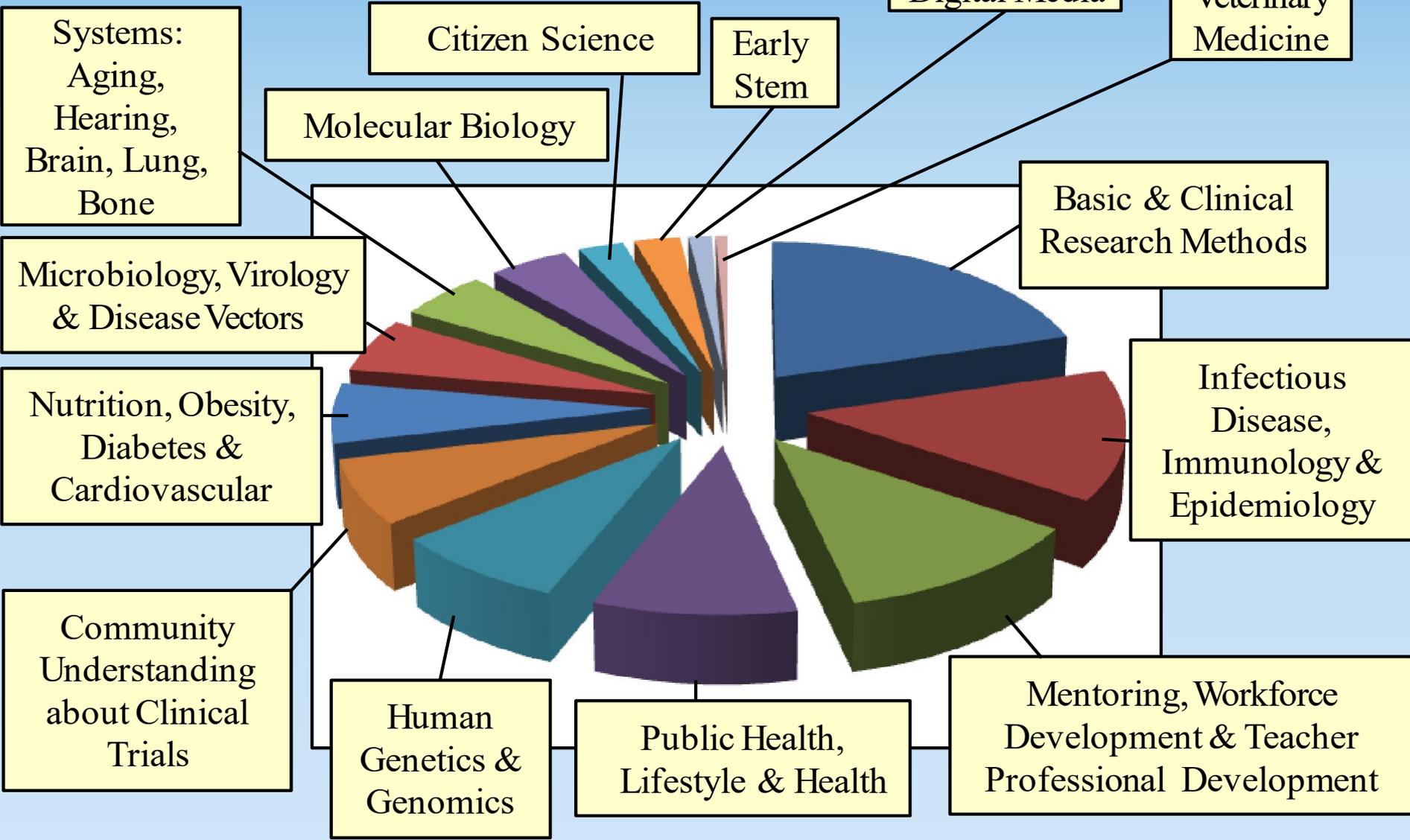
- Any area of NIH funded basic or medical research



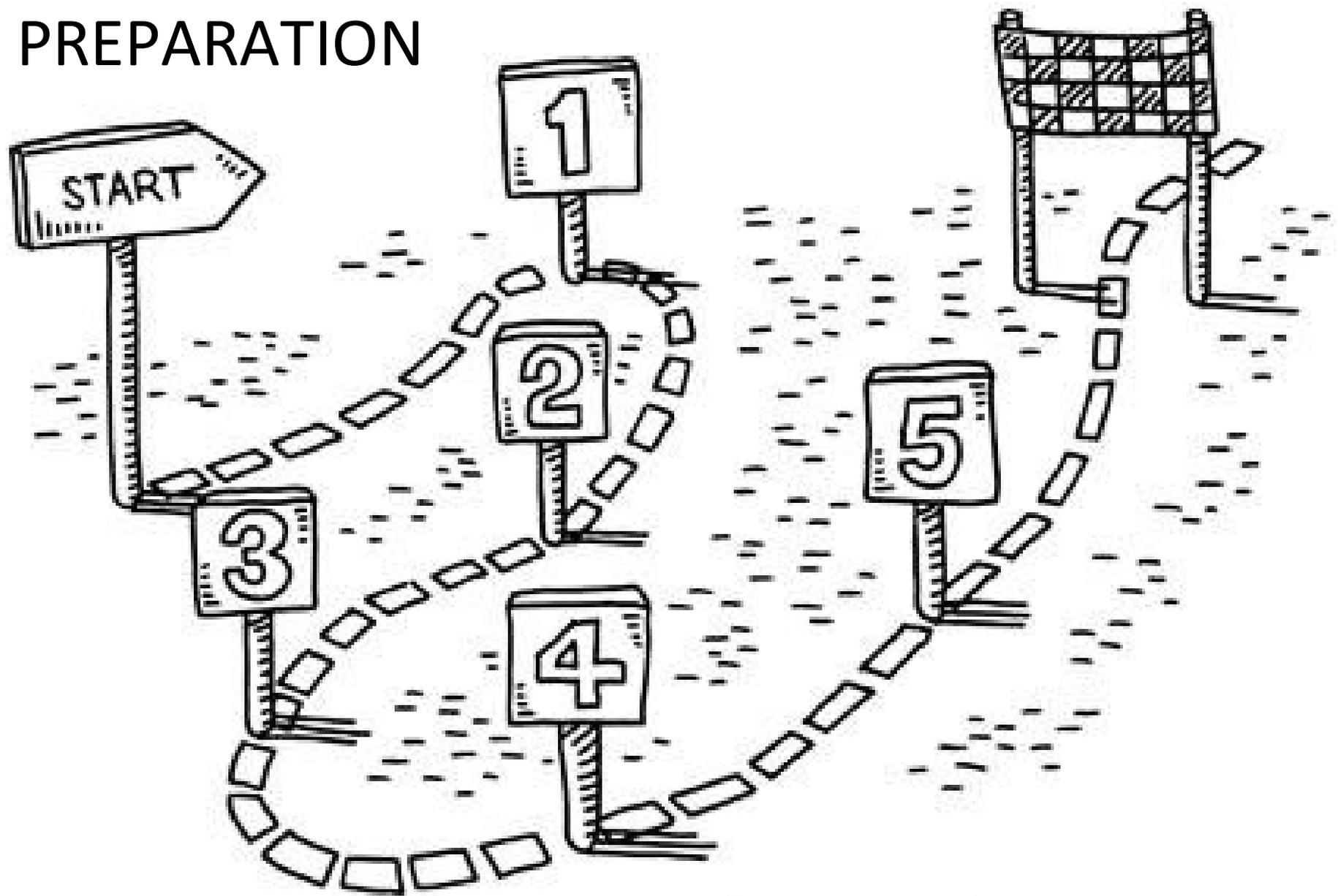
SEPA SCIENCE EDUCATION PARTNERSHIP AWARD
Supported by the National Institutes of Health

Our goal - a diverse pipeline

SEPA Project Diversity



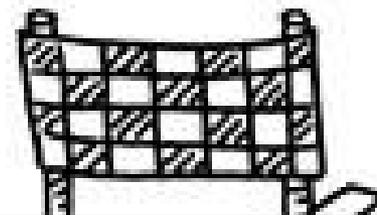
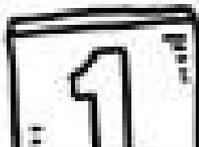
PREPARATION



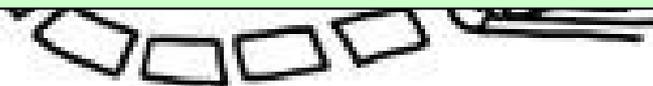
<https://www.eliteresearch.com/how-do-you-develop-a-logic-model>



PREPARATION – PART 1



1. Study SEPA FOA
2. Visit SEPA website, <https://nihsepa.org/>
 - Search by
 - Topic
 - Target Audience
 - Applicant Organization
 - SEPA Projects by Funding Year
 - Annual SEPA PI Conference Reports



SEPA

SCIENCE EDUCATION PARTNERSHIP AWARD
SUPPORTED BY THE NATIONAL INSTITUTES OF HEALTH

Log in

- SEPA Projects
- Publications
- News
- Community
- Evaluation
- Annual Meeting

SEPA Overview and Grant Application Webinar
Wednesday, June 5, 2019
 2:00 pm Eastern Daylight Time (GMT-04:00)

SEPA Overview and Grant Application Process Webinar

Feature Focus

Opioid Crisis

PBSO NEWS HOUR

PBS NewsHour has produced a series of informative SEPA-funded segments about the opioid crisis in America.

Search Programs by State

View SEPA programs from as many as 40 states across the nation plus DC & Puerto Rico.

<https://nihsepa.org/>



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- Projects by Funding Year
- Projects by State
- Participating Institutions
- Institutions by State



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<https://nihsepa.org/>



Filter by state:

Choose a State

Please make a selection

PA



Pennsylvania

Partnerships for Prevention: A plan for managing student stress, anxiety, and pain through interactive media

Duquesne University, Pittsburgh PA

R25GM132910-01 : 08/01/2019 - 07/31/2024

Planarians and the Pharmacology of Addiction: An In Vivo Model for K-12 Education

Temple University – Lewis Katz School of Medicine, Philadelphia PA

1R25DA033270-01A1 : 07/15/2014 - 06/30/2018

A Partnership in Neuroscience Education

Duquesne University, Pittsburgh PA

R25OD016516 : 04/15/2014 - 02/28/2019

Resources for Education and Action for Community Health in Ambler (REACH Ambler)

University of Pennsylvania – School of Medicine, Philadelphia PA

R25OD010521-01 : 08/27/2012 - 07/31/2017

Investing in the Future: Collaborative Research Experiences for Students and Teachers

Pennsylvania State University Hershey Med Ctr, Hershey PA

R25RR023280-01 A2 : 08/01/2008 - 05/31/2013

If a Starfish Can Grow a New Arm, Why Can't I?

Pittsburgh Tissue Engineering Initiative, Pittsburgh PA

R25RR023286 : 03/26/2007 - 02/28/2012

Regenerative Medicine Partnership in Education — Phase I/II

Duquesne University, Pittsburgh PA

R25RR020403 : 04/01/2006 - 08/31/2010

Partnership in Biomedical Discovery

University of Pittsburgh, Pittsburgh PA

R25RR020463 : 04/01/2006 - 03/31/2011

Heart of the Matter

Franklin Institute, Philadelphia PA

R25RR018562 : 09/30/2003 - 09/29/2006



Pennsylvania

Pennsylvania

Partnerships for Prevention: A plan for managing student stress, anxiety, and pain through interactive media

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A Partnership in Neuroscience Education

Scientastic! Are You Sleeping?

Winner of two *Emmy*® Awards!

Scientastic: Are You Sleeping? | Preview



Project Information

Project ID: R25OD016516

Project Type: formal

Project Status: active

Funding Years:
04/15/2014 - 02/28/2019

State: PA

Institution:

Duquesne University

Department:
Department of Biological Sciences

Address:
Duquesne University Administration
Bldg. 600 Forbes Avenue Room
301A
Pittsburgh, PA 15282

Project Contact(s):

Pollock, John, PhD

Role: PI / Project Leader

Phone: 412-855-4043

Email: pollock@duq.edu

Project Website(s)

<http://thepartnershipineducation.com>

Project Description

Abstract

Dissemination

Evaluation(s)

Project Description

High-caliber, rigorously-tested STEM teaching tools for the 21st century

Scientastic! Are You Sleeping? is an Emmy® Award-winning show, which blends live-action with 2-D and 3-D animations that incorporates a fictional plot with interviews from actual doctors and scientists, to view at

Explore SEPA



DNA is Elementary:
Promoting Genetics
Literacy



**Nationwide
Dissemination of Inside
Cancer: A SEPA-Funded
Project**



Genes and Microbes:
Engaging Students and
Teachers in NGSS-
Related Activities



**Gene U: Inquiry-based
Genomics Learning
Experiences for
Middle School Students**

Help and Support



National Institute of
General Medical Sciences

A Partnership in Neuroscience Education

Scientastic! Are You Sleeping?

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Pittsburgh, PA 15282

Project Contact(s):

Pollock, John, PhD
Role: PI / Project Leader
Phone: 412-855-4043
Email: pollock@duq.edu

Project Website(s)

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Project Description Abstract Dissemination Evaluation(s)

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Help and Support



A Partnership in Neuroscience Education

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Help and Support



PREPARATION – PART 2

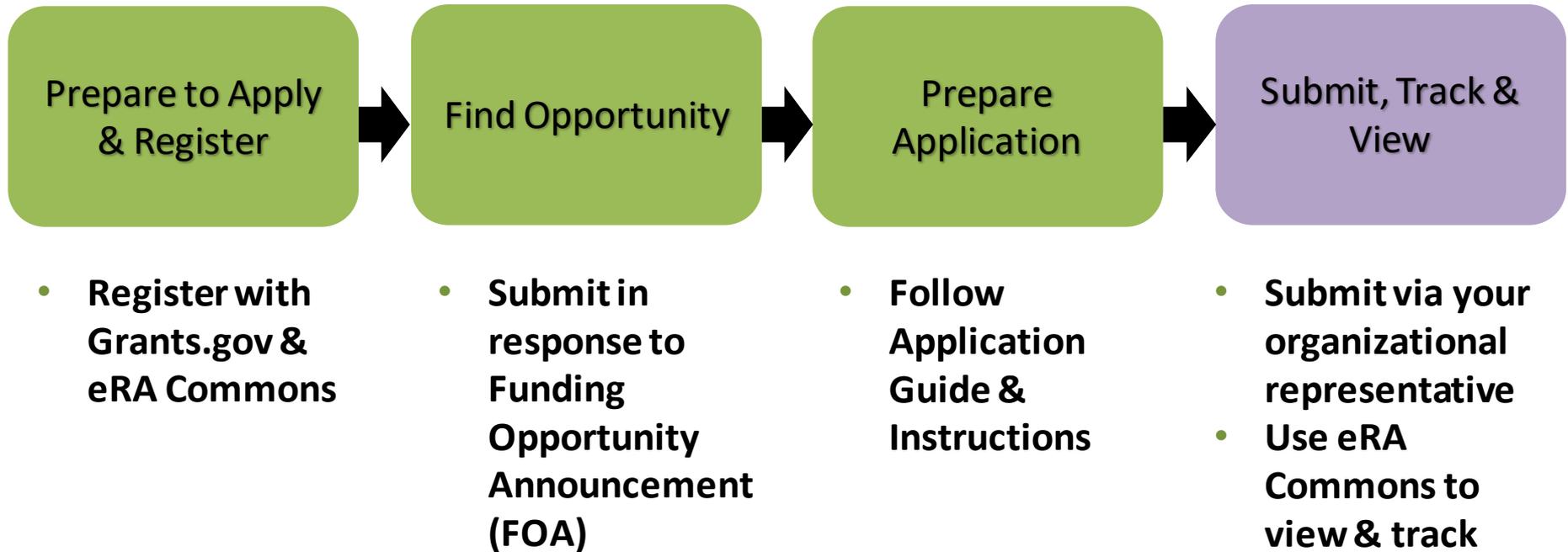
- Assemble team
- Identify partners
- Draft research plan
- Email to schedule a call



PREPARATION – PART 3



Electronic Application Process



<http://slideplayer.com/slide/5288203/>



PREPARATION – PART 3

electronic Research Administration (eRA)



A program of the National
Institutes of Health

Other Web Resources

eRA Commons Registration
& Accounts

eRA Training

Modules, User Guides
& Documentation

Related NIH Guide Notices

PubRoster
(Rosters of NIH Scientific
Review Groups)

Grants & Funding Info

NIH (OER)

AHRQ

eRA Commons Frequently Asked Questions

- I. General Questions
- II. eRA Commons Registration
- III. Accounts Log In and Password
- IV. Roles in eRA Commons
- V. Creating Accounts; Delegating and Revoking Authority; Affiliating
- VI. Personal Profile
- VII. Research Performance Progress Report (RPPR)
- VIII. Financial Status Report
- IX. Grants Closeout
- X. Just in Time
- XI. No Cost Extension
- XII. Reference Letters
- XIII. Internet Assisted Review
- XIV. Summary Statement
- XV. My NCBI
- XVI. xTrain
- XVII. LikeThis
- XVIII. Administrative Supplements (Type 3s)
- XIX. Change of Institution/Relinquishing Statement (Type 7s)
- XX. Extramural Trainee Reporting And Career Tracking (xTRACT)
- XXI. PI Verification of Preferred eRA Commons Account

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



PROGRAM

- Human Subjects
- Inclusion

Rashada Alexander, Ph.D



What's New with Human Subjects?

HHS.gov U.S. Department of Health & Human Services
Office for Human Research Protections

I'm looking for... HHS A-Z Index

About OHRP Regulations, Policy, & Posting Education & Outreach Compliance & Reporting News Register IRBs & Obtain FWAs SACHRP Committee International

HHS Home > OHRP > Education & Outreach > Revised Common Rule > Revised Common Rule Q&As

About Research Participation Upcoming Educational Events Revised Common Rule Resources Videos Online Education Exploratory Workshop Luminaries Lecture Series Human Research Protection Program Resources Educational Collaboration with OHRP Education & Outreach Archived Materials

Revised Common Rule Q&As

The Common Rule was substantially revised in 2017, and has been amended twice to delay the date that regulated entities must comply with the revised version of the rule. We refer to this version as the "revised Common Rule," the "2018 Requirements," or the "2018 Rule."

OHRP has developed a list of common questions about the revised Common Rule with answers. It is making these Q&As available to the public as an educational resource. For a complete and accurate description of the regulatory requirements, please refer to the [text of the revised Common Rule](#).

View [Revised Common Rule Implementation Timelines - PDF](#)
These pictorial representations seek to clarify the transition provision in the revised Common Rule, and should be used together with the transition provision Q&As below.

[Transition Provision Definitions Assurance Process Exemptions](#)
[IRB Review](#)
[Broad Consent in the Revised Common Rule](#)
[Informed Consent](#)
[HHS Subjects](#)

PRINT PDF

- Revised Common Rule: Changes include IRB Review, consent in the Common Rule, and exemption categories.
- Expanded exemption categories that cover the work proposed in most SEPA applications.
- Information to understand the changes:
<https://www.hhs.gov/ohrp/education-and-outreach/revised-common-rule/revised-common-rule-q-and-a/index.html#collapse-qa-e6>

NIH National Institutes of Health Office of Extramural Research

Grants & Funding NIH's Central Resource for Grants and Funding Information

HOME ABOUT GRANTS FUNDING POLICY & COMPLIANCE NEWS & EVENTS ABOUT OER

Policy & Compliance Human Subjects - Definition of Human Subjects Research

NIH Grants Policy Statement

Notices of Policy Changes Compliance & Oversight Select Policy Topics Anti-Social Management Animal Welfare Application Submission Policies Clinical Trial Requirements Early Stage and Early Established Investigator Policies Financial Conflict of Interest Human Subjects Research Definition of Human Subjects Research Pre and Post Award Process Certificates of Confidentiality Single IRB Policy Policies & Regulations Training & Resources Intellectual Property Policy Lobbying Guidance for Grants Activities NIH Funding Strategies Peer Review Policies and Practices Public Access Research Integrity Rigor and Reproducibility Shared Policies

Definition of Human Subjects Research

According to 45 CFR 46.101, a human subject is "a living individual about whom an investigator (whether professional or student) conducting research:

- Obtains information or biospecimens through intervention or interaction with the individual, and uses, studies, or analyzes the information or biospecimens; or
- Obtains, uses, studies, analyzes, or generates identifiable private information or identifiable biospecimens."

Are you planning on conducting human subjects research? Learn more about research that meets the definition human subjects research, Federal regulation requirements, and whether your project may be considered exempt. Also, learn about NIH specific considerations and become more familiar with NIH policies, and other regulations as it relates to human subjects research protections.

DECISION TOOL

Am I doing Human Subjects Research?

FIND OUT HERE

Decision Tool: Am I Doing Human Subjects Research?

The questionnaire is a tool to assist you with determining whether your project involves non-exempt human subjects research, meets the criteria for exempt human subjects research, or does not involve human subjects research.

Human Subjects Research Infographic

This resource summarizes the definition of human subjects research and provides examples of human subjects research projects. It also describes what you will need when you are preparing your NIH application and what is required if you are funded.

Exempt Human Subjects Research Infographic

Related Resources

- FAQs
- Clinical Trials
- Basic Experimental Studies with Humans and Special Awards
- Inclusion of Women and Minorities
- Inclusion Across the Lifespan
- NIH Application Guide
- OER/NIH News Highlights
- Office for Human Subjects Research Protections (OHSP) or OHSP Revised Common Rule Q&As
- OHSP Revised Common Rule Videos, including discussion of the exemptions of the exemptions of
- For NIH Staff

- Changes to human subjects research-related NIH policies to align with Common Rule changes and the 21st Century Cures Act.
- New Human Subjects and Clinical Trials Information forms – Affects all types of human subjects research.
- Resources to help you navigate the changes:
<https://grants.nih.gov/policy/humansubjects/research.htm>



I think I have a project with human subjects. What next?

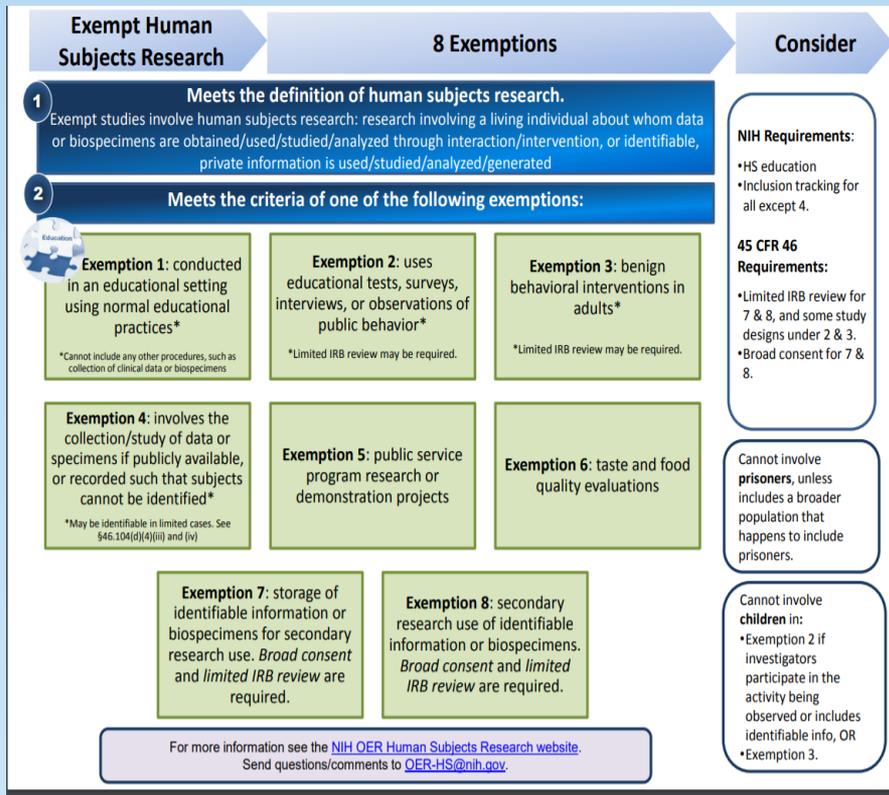
- The exemptions listed are likely to cover most SEPA projects that do involve human subjects research.
- If your proposal seems to include work beyond Exemptions 1-8, contact the SEPA Program Director to discuss the work you want to propose and its fit with SEPA's goals.**
- Note: Expedited IRB review does not mean exempt human subjects research.*

Remember:

Randomized Controlled Trial (RCT) or a Well-Matched Comparison study evaluation design to evaluate project effectiveness

≠

Clinical Research



https://grants.nih.gov/sites/default/files/exemption_infographic_v7_508c-4-4-19.pdf



Keep in Mind: Definition of Research

- A systematic investigation, including research development, testing and evaluation, designed to develop or contribute to **generalizable knowledge**.
- Program evaluations that do not involve experimental or non-standard interventions, provide information for and about the setting in which the program is conducted, are considered to be a requirement or standard operating procedure of the program, and are not subject to peer review are not considered research.
- Publishing the results of a program evaluation does not necessarily mean that the program evaluation must be treated as human subjects research.



New PHS Human Subjects and Clinical Trials Information Form

- Video walkthrough of new forms: <https://youtu.be/nz9NWFhYOG8>
- Detailed instructions to fill them out: <https://grants.nih.gov/grants/how-to-apply-application-guide/forms-e/general-forms-e.pdf>
- Clearly describe the activities in the IRB protocol that will be used to evaluate the program effectiveness.
 - Ex.: “Health-related biomedical or behavioral outcomes will not be evaluated and the proposed human subjects research does not meet the NIH Definition of Clinical Research.”

PHS Human Subjects and Clinical Trials Information

OMB Number: 0925-0001
Expiration Date: 03/31/2020

[View Burden Statement](#)

Please complete the human subjects section of the Research & Related Other Project Information form prior to completing this form.
The following items are taken from the Research & Related Other Project Information form and displayed here for your reference. Any changes to these fields must be made on the Research & Related Other Project Information form and may impact the data items you are required to complete on this form.

Are Human Subjects Involved? Yes No

Is the Project Exempt from Federal regulations? Yes No

Exemption number: 1 2 3 4 5 6 7 8

If No to Human Subjects

Does the proposed research involve human specimens and/or data? Yes No

If Yes, provide an explanation of why the application does not involve human subjects research.

[Add Attachment](#) [Delete Attachment](#) [View Attachment](#)

Skip the rest of the PHS Human Subjects and Clinical Trials Information Form.

If Yes to Human Subjects

Add a record for each proposed Human Subject Study by selecting 'Add New Study' or 'Add New Delayed Onset Study' as appropriate. Delayed onset studies are those for which there is no well-defined plan for human subject involvement at the time of submission, per agency policies on Delayed Onset Studies. For delayed onset studies, you will provide the study name and a justification for omission of human subjects study information.

Other Requested Information

[Add Attachment](#) [Delete Attachment](#) [View Attachment](#)

[Click here to extract the Human Subject Study Record Attachment](#)

Study Record(s)

Attach human subject study records using unique filenames.

1) Please attach Human Subject Study 1 [Add Attachment](#) [Delete Attachment](#) [View Attachment](#)

[Add New Study](#)

Delayed Onset Study(ies)

	Study Title	Anticipated Clinical Trial?	Justification
<input checked="" type="checkbox"/>		<input type="checkbox"/>	<input type="text"/> Add Attachment Delete Attachment View Attachment

[Add New Delayed Onset Study](#)



What about Behavioral Interventions in Educational Settings?

Decision Tree for NIH Clinical Trial Definition

Does the study involve human participants research?

YES

NO

Are participants prospectively assigned to an intervention?

YES

NO

Is the study designed to evaluate the effect of the intervention on the participants?

YES

NO

Is the effect being evaluated a health-related biomedical or behavioral outcome?

YES

NO

The study is NOT a clinical trial.

This study is a clinical trial.

NOT CLINICAL TRIALS

- Pay attention to semantics
- Clearly describe outcome measures
- State health-related biomedical or behavioral outcomes will NOT be evaluated

FAQ.C.3: What are some examples of outcomes that are not "health related biomedical or behavioral"?

While the vast majority of NIH-funded studies are health related, a few are not. For example, a **study that evaluates if enrollment in a summer internship program alters the student's opinions on their educational pathway would not be assessing a health-related biomedical or behavioral outcome.**

Helpful Hints

- Check with your IRB and institutional business officials (HRPP) prior to submission (early and often).
- Consider the Revised Common Rule changes as you develop your proposal.
- Separate program evaluation from other types of human subjects research.
- Program evaluations are NOT subject to Inclusion Monitoring.
- Program evaluations that use RCT methodology are NOT clinical trials.
- Provide extra detail on wearable devices and what will be done with the information.
 - Educational purposes only
 - Data collection, storage and access
 - Informed consent procedure if applicable
 - IRB evaluation and whether the IRB considers the research human subjects



Resources for Navigating Human Subjects Questions

The screenshot shows the NIH Grants & Funding website. The main navigation bar includes links for HOME, ABOUT GRANTS, FUNDING, POLICY & COMPLIANCE (highlighted), NEWS & EVENTS, and ABOUT OER. The breadcrumb trail reads: Home » Policy & Compliance » Human Subjects » Training & Resources - Human Subjects. The page title is "Training & Resources - Human Subjects". The main content area is divided into three sections: "Policy & Compliance", "Education Requirement", and "Training". The "Policy & Compliance" section lists various policy topics and a sidebar menu. The "Education Requirement" section discusses the protection of human subjects education. The "Training" section provides information on assistance forms and video tutorials. A "Related Resources" sidebar on the right lists additional links like FAQs, Clinical Trials, and NIH Application Guide.

NIH National Institutes of Health
Office of Extramural Research

Grants & Funding
NIH's Central Resource for Grants and Funding Information

Entire Site Search this Site

HOME ABOUT GRANTS FUNDING **POLICY & COMPLIANCE** NEWS & EVENTS ABOUT OER

Home » Policy & Compliance » Human Subjects » Training & Resources - Human Subjects

Policy & Compliance

NIH Grants Policy Statement

Notices of Policy Changes

Compliance & Oversight

Select Policy Topics

- Anti-Sexual Harassment
- Animal Welfare
- Application Submission Policies
- Clinical Trial Requirements
- Early Stage and Early Established Investigator Policies
- Financial Conflict of Interest

Human Subjects Research

- Definition of Human Subjects Research
- Pre and Post Award Process
- Certificates of Confidentiality
- Single IRB Policy
- Policies & Regulations

Training & Resources

- Intellectual Property Policy
- Lobbying Guidance for Gantee Activities
- NIH Funding Strategies
- Peer Review Policies and Practices
- Public Access
- Research Integrity

Training & Resources - Human Subjects

The Office of Extramural Research (OER) provides training and communication tools such as web-based tutorials, presentations, and other resources to assist you in accessing and understanding information in determining if your research involves human subjects, may be exempt from federal regulations, or is not considered human subjects research.

On this page:

- Education Requirement**, including information about fulfilling the required education in the protection of human research participants.
- Training**, including required training, information for completing applications, training for using the Human Subjects System (HSS), and Single IRB training.
- Resources**, including the course content from the retired PHRP course, the Human Subjects Research and Exempt Human Subjects Research **infographics**, funding opportunity announcements, bioethics information, links to OHRP, and more.

Education Requirement

Protection of Human Subjects Education

Investigators and all key personnel who will be involved in the design or conduct of NIH-funded human subjects research must fulfill the protection of human subjects education requirement. For additional information, please see the [Human Subjects Research FAQs](#). Additional information about the requirement for education on the protection of human subjects policy can be found [here](#).

Training

Assistance Preparing the PHS Human Subjects and Clinical Trials Information Form

Find useful resources for filling out the PHS Human Subjects and Clinical Trials Information form, study records application submission presentations, and annotated form sets.

Human Subjects System (HSS) Overview Video Tutorials and Resources

The HSS system is a shared system that enables grant recipients to electronically report and update their data on human subjects research and clinical trials to NIH; and for NIH agency staff to monitor and manage the study progress.

NIH Single IRB Webinar - October 2017

To prepare investigators, signing officials, research organizations or institutions, and institutional review board (IRB) staff involved in the design, conduct, or review of research involving domestic multi-site non-exempt human subjects studies to understand their roles and responsibilities with the NIH Single IRB policy.

Related Resources

- FAQs
- Clinical Trials
- Basic Experimental Studies with Humans and Special Awards
- Inclusion of Women and Minorities
- Inclusion Across the Lifespan
- NIH Application Guide
- OER News Highlights
- Office for Humans Subjects Research Protections (OHRP)
- OHRP Revised Common Rule Q&As
- For NIH Staff

<https://grants.nih.gov/policy/humansubjects/training-and-resources.htm>



REVIEW

- Review-related issues

Jonathan Arias, Ph.D.



REVIEW CONSIDERATIONS

NIH REVIEW CRITERIA:

Significance

Investigator(s)

Innovation

Approach (Evaluation Plan, Dissemination Plan, Website)

Environment

ADDITIONAL REVIEW CRITERIA:

Recruitment Plan to Enhance Diversity

Training in the Responsible Conduct of Research

Resource Sharing Plans Protections for

Human Subjects

Inclusion of Women, Minorities, and Children

Vertebrate Animals

Biohazards Select

Agents

Budget



REVIEW CONSIDERATIONS

SEPA-SPECIFIC REQUIRED DOCUMENTS:

Application will be withdrawn prior to peer review if any of these SEPA-specific sections of the application are missing:

- *Diversity Recruitment Plan
- *Plan for Instruction in the Responsible Conduct of Research
- *Evaluation Plan
- *Dissemination Plan

APPENDIX: Do not use the Appendix to circumvent page limits. Follow all instructions for the Appendix as described in the SF424 (R&R) Application Guide



Institutional Environment and Commitment

Letters of Support

A letter of institutional commitment must be attached as part of Letters of Support

(see: "Institutional Environment and Commitment.")



Letters of Partner Commitment

Letters of commitment from partners and/or collaborators must be attached as part of Letters of Support



GRANTS MANAGEMENT BASICS

Brian Iglesias



Grants Management Basics

- Annual Award Budget: \$250,000 direct costs
- Award Project Period: Up to 5 years
- Indirect Costs are reimbursed at 8% of MTDC
- Only one SEPA application is allowed per institution
- Organizations may be a subcontract on another SEPA award as long as the subcontract does not exceed 20% of the direct costs requested.



Grants Management Basics

Personnel Costs

Individuals designing, directing, and implementing the research education program may request salary and fringe benefits appropriate for the person months devoted to the program. Salaries requested may not exceed the levels commensurate with the institution's policy for similar positions and may not exceed the congressionally mandated cap. (If mentoring interactions and other activities with participants are considered a regular part of an individual's academic duties, then any costs associated with the mentoring and other interactions with participants are not allowable costs from grant funds).

Participant Costs

Not Applicable

Other Program-Related Expenses

Consultant costs, equipment, supplies, travel for key persons, and other program-related expenses may be included in the proposed budget. These expenses must be justified as specifically required by the proposed program and must not duplicate items generally available at the applicant institution.

There is an Annual SEPA PD/PI Conference, usually in the Washington, DC area. It is required that the PD/PI(s) attend this meeting. PD/PI(s) are encouraged to bring key personnel, e.g., the project evaluator to the annual conference. Funds to support travel to the annual conference must be requested in the budget. If not used, these funds may not be rebudgeted.

A minimum of ten percent (10%) of the direct costs must be devoted to project evaluation.

Enter costs that previously fit into section “E. Participant/Trainee Other Support Costs” into section “F. Other Direct Costs” in the SF424 R&R application.



Grants Management Basics

Questionable Costs:

- Honorarium – not allowable when it is used to confer distinction on a speaker
- General Supplies – only costs directly related to the grant and/or project are allowable as direct costs
- Meals/Food – only allowable as part of meeting necessary for disseminating information

All costs must be allowable, reasonable, allocable, necessary and be accorded consistent treatment.



Grants Management Basics

Unallowable Costs:

- Stipends are not allowable on R25 awards. Teachers and students participating in a SEPA project can be compensated for their participation in the project.
- Gifts are unallowable on all NIH awards. Incentive payments to volunteers or participants in a grant-supported project are allowable.
- Entertainment is not allowable on NIH awards.



Grants Management Basics

- Competing applications with a detailed budget can continue to request cost-of-living/inflationary increases in accordance with institutional policy.
- Under the current budget climate, it is likely that requests associated solely with inflationary increases will be eliminated from the awarded budget for competing awards.
- Requests associated with special needs (e.g., equipment, added personnel or increased effort) will continue to be considered.
- http://grants.nih.gov/grants/financial/fiscal_policy_faq.htm



Grants Management Basics

Best Practices:

- Ensure costs are reasonable, allocable, necessary and consistently treated
- Provide adequate budget justifications to explain the relevance of costs to the proposed SEPA project
- Research proposed costs in advance – check with your Office of Sponsored Programs, or equivalent office, as many institutions have cost policies in place as guides



PROGRAM

Final Thoughts



NIH Scoring System

Scored Review Criteria

- Significance
- Investigator(s)
- Innovation
- Approach
- Environment



Approach

- 3 Specific Aims
 - SA1, SA2, SA3; SA1.1, SA.1.2
- Potential problems & solutions
- Evaluator input
- Teacher input
- Logic Model
- Validated evaluation instruments
- Control group(s)
- Time & Events
- Tables, figures, charts
- Images
- Literature documentation



“What differentiates this STEM resource from others out there?”



Significance:

- Strengths
 - **A well-organized proposal**
 - Scientific premise is sound.
 - **Proposed pedagogical plan for student learning is well supported by research**
 - **Past team and key personnel successes**
- Weaknesses
 - No discussion of the **existing STEM resources**
 - The applicants claim that the product will positively impact teachers' effectiveness and content knowledge but **does not offer evidence**
 - **No link to NGSS**, the relevant state science standards, or the national health education standards.
 - **Gender differences** do not appear to be considered.



Innovation:

- Strengths
 - The game as presented **draws on previous successes of the team members.**
 - Using **real world examples and scientific data** to engage students in STEM learning.
 - **Including students and teachers** – the end users – in the development of the STEM resource
 - **While specific elements of application are not innovative, the entire package is an innovative way to teach**
- Weaknesses
 - It is not clear **what differentiates this STEM resource from others** or how it will contribute uniquely to the teacher/student audiences
 - It seems the **teacher is not part of the process** during project development
 - The proposed product may not provide sufficient **flexibility for use** by many teachers and/or district curricula



Approach:

- Strengths
 - The application is **clearly written**.
 - The **specific aims are clearly articulated**
 - **NGSS** science standards will be incorporated.
 - **Teacher feedback** is planned.
 - Comparisons between groups will include the **biological (sex and age)** and **social (poverty and learning skills)**.
- Weaknesses
 - The approach seems **overly ambitious**
 - Educational **goals are not articulated in a measurable way**
 - **Assessment tools are not validated** and will not provide information for design and implementation
 - **No control** is mentioned against which to evaluate the intervention.
 - The **user** group that is informing the development of the STEM resource **lacks diversity**



Approach:

- Strengths
 - The application is **clearly written**.
 - The **specific aims are clearly articulated**
 - **NGSS** science standards will be incorporated.
 - **Teacher feedback** is planned.
 - Comparisons between groups will include the **biological (sex and age)** and **social (poverty and learning skills)**.
- Weaknesses
 - The approach seems **overly ambitious**
 - Educational **goals are not articulated in a measurable way**
 - **Assessment plan** is a marketing and usability study. It will not provide information for design and implementation
 - **No control** is mentioned against which to evaluate the game.
 - The **end user group that is informing the development of the product lacks diversity**



Use plain, simple language, short words and brief sentences. Don't let fluff and flowers and verbosity creep in.

Mark Twain





*“This application
was a pleasure
to read”*



QUESTIONS?



National Institute of
General Medical Sciences