Bridges Research Training Programs:
Webinar for Potential Applicants

25 August 2020

The webinar will begin at 2:00 PM Eastern. Please ensure your phone is muted.
Presenters

- **Patrick H. Brown**, Program Officer
- **Sydella Blatch**, Program Officer
- **Justin Rosenzweig**, Grants Management Team Leader
- **Tracy Koretsky**, Scientific Review Officer
Webinar Outline

I. Program Perspective
   • Goals & Eligibility
   • Overview of a Training Program
   • Application Components

II. Grants Management Perspective

III. Review Perspective

IV. Your Perspective (Q&A)
Webinar Outline

I. Program Perspective

II. Grants Management Perspective

III. Review Perspective

IV. Your Perspective (Q&A)
Questions During the Webinar?

Ask on-line in the “Chat” box located on the lower left side of your screen (type in your question(s)).

We will answer them during the Q & A period

Submit Questions to “Sydella”

Please *mute* your phones
NIGMS-TWD Research Training Programs

Community College

- Undergraduate
- Postbac
- Graduate M.S.
- Graduate Ph.D.
- Postdoctoral

MARC

Research-Intensive Partner

PREP

Research-Active Partner

Bridges to Bac (B2B)

U-RISE

IMSD

Research Intensive Partner

BRIDGES to DOC (B2D)

G-RISE

MOSAIC

IRACDA

≥ $7.5 M RPG Research-Intensive

< $7.5 M RPG Research-Active
Bridges Strategy and Training Program Goals

Bridge to the Baccalaureate Program (B2B)

Support strong institutional partnerships between 2-year and 4-year degree granting institutions to develop a diverse pool of research-oriented undergraduates who bridge from a community college or two-year institution and complete bachelor's degrees in STEM fields.

Bridge to the Doctorate Program (B2D)

Support strong institutional partnerships between terminal MS-granting and research-intensive PhD-granting institutions to develop a diverse pool of scientists earning a Ph.D., who have the skills to successfully transition into careers in the biomedical research workforce.
Eligibility - Institutions

- Institutions of Higher Education (Public/Private)
- **B2B**: 2-year and 4-year degree granting institution(s)
- **B2D**: terminal MS granting institution(s) and research intensive* PhD granting institution(s)
- Applicant organizations may not submit more than one application as the Lead Institution.

*Institutions with an average of NIH research project grant (RPG) funding greater than or equal to $7.5 million in total costs per year over the past 3 fiscal years
Eligibility - Program Director (PD)/Program Investigator (PI)

• Multiple PDs/PIs (MPI) are required (at least one at each partner institution)
  o Ideally, the leadership team should have an established investigator in biomedical sciences who can provide the administrative and scientific leadership to the development and implementation of the proposed program

• The PD/PI of the lead institution must be designated as the contact PD/PI. Subcontract PIs designated as MPI (not Co-I)

• The contact PD/PI is expected to have a full-time appointment at the applicant institution unless extremely well-justified

Applications that do not meet these requirements will be considered noncompliant and will not be reviewed.
Eligibility - Trainees

- Must be a citizen, non-citizen national, or permanent resident of U.S.
- Matriculated as a **full-time student** (at CC/MGI*) and majoring in biomedical science discipline
- Trainees are required to pursue training full-time
- Appointments are normally made in 12-month increments for up to 2 years, and no trainee may be appointed for less than 9 months

*CC - Community College
MGI - Master’s Granting Inst.
Research Training Program Considerations

Provided:
Offset for the cost of appointed trainee stipends, tuition and fees, and training related expenses, including health insurance, in accordance with the approved NIH support levels.

Expected:
The proposed research training programs will incorporate didactic, research, mentoring, and career development elements to prepare trainees with the technical, operational, and professional skills required for careers in the biomedical research workforce.
Research Training Program Considerations

**Goals:**
- Degree (#’s, %’s, TTD)
- Careers
- ...

**Workforce**
- Sector:
  - Academia
  - Government
  - For-Profit
  - Nonprofit
  - Other
  - Unknown

- **Career Type:**
  - Primarily Research
  - Primarily Teaching
  - Science-related
  - Not related to science
  - Further training
  - Unknown

**Institution**
- Resources
- Policies
- Priorities
- Practices

**PI/MPI**
- Administration
- Oversight
- Evaluation
- Recruitment
- Retention

**Faculty**
- Bandwidth
- Training
- Funding
- Experience
- Commitment
- Relatability

**Backgrounds:**
- Educational
- Cultural
- Social
- Economic
- Learning Styles
- Multiple Intelligences

**Recruits**

**STUDENTS**

**TRAINNEES**

**Potential Energy**

**Reaction Coordinate**

**Workforce**

**NIH**
National Institute of General Medical Sciences
Webinar Outline

I. Program Overview
II. Application Components
III. Peer Review Overview
IV. Budget Overview
**DISCLAIMER**

This webinar and accompanying slides are for informational purposes only. They serve as an overview of the Bridges programs and are not meant to be comprehensive in coverage of all required components of an application.

For any submission, applicants are responsible for following the instructions detailed in the FOA and any Related Notices included in the FOA’s Overview Information section, and the SF424 Application Guide.
Use the format:

“Bridge to the Program at Name of Institution”

For example:

Bridge to the Baccalaureate at the College of Amazing
Bridge to the Doctorate at the University of Awesome
Research Training Program Plan Form

- Training Program Section
- Faculty, Trainees, and Training Record Section
- Appendix Section
- Other Attachments (R&R Other Project Information Form)
## Training Program Section

1. Introduction to Application
   - Add Attachment
   - Delete Attachment
   - View Attachment

2. Program Plan
   - Add Attachment
   - Delete Attachment
   - View Attachment

3. Plan for Instruction in RCR
   - Add Attachment
   - Delete Attachment
   - View Attachment

4. Plan for Enhancing Reproducibility
   - Add Attachment
   - Delete Attachment
   - View Attachment

5. Multiple PD/PI Leadership Plan
   - Add Attachment
   - Delete Attachment
   - View Attachment

### Training Program Section

**Faculty, Trainees and Training Record Section**

- Participating Faculty Biosketches
  - Add Attachment
  - Delete Attachment
  - View Attachment
- Letters of Support
  - Add Attachment
  - Delete Attachment
  - View Attachment
- Data Tables
  - Add Attachment
  - Delete Attachment
  - View Attachment

**Other Training Program Section**

- Vertebrate Animals
  - Add Attachment
  - Delete Attachment
  - View Attachment
- Select Agent Research
  - Add Attachment
  - Delete Attachment
  - View Attachment
- Consortium/Contractual Arrangements
  - Add Attachment
  - Delete Attachment
  - View Attachment

**Appendix**

- Add Attachments
  - Delete Attachments
  - View Attachments

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17 Bridges Programs Webinar for Prospective Applicants August 2020
2. Program Plan *(Page limit: 25 pages)*

- Rationale, Mission, Objectives, and Overall Training Plan
- Career Development
- Program Oversight, Participating Faculty Selection, and Mentor Training
- Institutional and Departmental Commitment to the Program
- Training Program Director(s)/Principal Investigator(s)
- Preceptors/Mentors (Participating Faculty)
- Trainee Positions, Recruitment, Retention
- Training Outcomes
- Program Evaluation and Dissemination
- **B2B**: Suggested table format (A1, A2, and A3; and B1, B2, or B3)
Rationale, Mission, Objectives, & Overall Training Plan

- Rationale for the training program – Need? (Why can’t these students go directly into a BS/PhD program?)
- Training mission, objectives (specific, measurable): inter-institutional context should inform the objectives and the design of the proposed program activities
- How the training activities build skills and attain objectives
- Discuss the rationale for the proposed institutional partners (proximity, current collaboration, articulation agreements)
- How transfers will be given credit for existing coursework, experiences, and continued to be supported and tracked
- Enhancements to the training environment beyond the supported trainees
Describe how the trainees will be provided:

• Awareness of the breadth of careers available to them in the biomedical research workforce employment landscape

• Access to academic and career outcomes of previous trainees/graduates

• Skills, knowledge, and support needed to attain positions in the sectors of the biomedical research workforce that are of interest to them

• Experiential learning opportunities (e.g., internships, shadowing, informational interviews, teaching opportunities)
Program Oversight, Participating Faculty Selection, and Mentor Training

Should include:

- the planned strategy and **administrative structure** to oversee and monitor the program and to ensure appropriate and timely trainee progress.

- plan to **select faculty** based on commitment to training and mentoring

- the mechanism for **matching trainees** with the appropriate participating faculty mentors.

- a mechanism to **monitor** mentoring, including oversight of the effectiveness of the trainee/participating faculty match, and a plan for removing faculty displaying unacceptable mentorship qualities.
Institutional Commitment

Describe how the level of institutional commitment to research and training excellence will promote the success of the trainees and training program. For example:

• promotes a culture in which the **highest standards** of scientific rigor, reproducibility and responsible conduct are advanced

• provides adequate **staff, facilities**, and educational **resources** to the planned program

• supports the PDs/PIs and other key staff associated with the planned training program

• ensures that the research facilities as well as the laboratory practices promote the **safety** of trainees; ensures that the research facilities are **accessible** to trainees with disabilities

• promotes a positive, **supportive and inclusive** research and training environment for individuals from all backgrounds
Program Director/Principal Investigator

- Multiple PDs/PIs approach is required—one from each participating institution
- Scientific expertise, administrative and training experiences
- Sufficient bandwidth to oversee the program
- Demonstrated commitment to training the next generation of biomedical research workforce
- Received training to mentor individuals from diverse backgrounds
- The application **must** describe the administrative structure and leadership succession plan for critical positions
Preceptors/Mentors (Participating Faculty)

Describe how:

• the participating faculty will promote the success of the trainees and the training program.

• the program has or will build a diverse team of participating faculty

• the faculty collaborate (joint sponsorship, team teaching, inter- intra- institutional research/teaching collaboration)

• the faculty have sufficient time to commit to training
Trainee Positions, Recruitment, Retention

• Discuss recruitment and retention strategies

• Describe the plans for a holistic candidate review process

• Define and justify the selection and appointment criteria

• Provide a strong justification for the number of requested trainee positions in the context of the training grant eligible pool and other training programs
Training Outcomes

• Provide trainee outcomes for students in similar programs at your institution for up the last five years
  o B2B: Table 8D Part II, and suggested tables B1, B2, or B3
  o B2D: Table 8A Part III

• Degree **completion rates** (BS; PhD) and **time-to-degree** for recent graduates. Data should have institutional **comparator** groups, graduation rates for all students in the STEM fields represented, and a description of **career outcomes**

• Although the training tables for new applications only allow for **5 years** of recent graduate outcomes, the application may describe up to **15 years** of outcomes in the narrative
Program Evaluation and Dissemination

• Describe the evaluation or assessment process to be used determine whether the overall program is effective

• Explain how the plan will effectively track trainee educational and career outcomes

• Explain how the PD(s)/PI(s) will share the outcomes of the training or mentoring interventions

NIH Contribution toward Evaluation costs are allowed up to a maximum of $3,000 for the 5-year project period (TRE).
3. Plan for Instruction in the Responsible Conduct of Research

• All applications must include a plan to fulfill NIH requirements for instruction in the Responsible Conduct of Research (RCR).

• Describe how integrated into overall curriculum, complemented with mentored research experiences.

• The plan must address the five required components:
  1) Format
  2) Subject Matter
  3) Faculty Participation
  4) Duration of Instruction
  5) Frequency of Instruction

Applications lacking an RCR plan will not be reviewed. See NOT-OD-10-019 for more details.
4. Plan for Instruction in Methods for Enhancing Reproducibility

- Applicants are required to provide a Plan for Instruction in Methods for Enhancing Reproducibility

- The plan must describe how trainees will be instructed in principles important for enhancing research reproducibility

If this plan is not included, the application will be considered incomplete and will not be reviewed
Rigor & Reproducibility Resources

• NIH Website on Rigor and Reproducibility: https://www.nih.gov/research-training/rigor-reproducibility


• NIGMS Administrative Supplements R & R: https://www.nigms.nih.gov/training/instpredoc/Pages/rigor-rep.aspx
Faculty, Trainees, and Training Record Section

<table>
<thead>
<tr>
<th>Section</th>
<th>Required</th>
</tr>
</thead>
<tbody>
<tr>
<td>Introduction</td>
<td></td>
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<tr>
<td>Training Program Section</td>
<td></td>
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<tr>
<td>Faculty, Trainees and Training Record Section</td>
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<tr>
<td>Other Training Program Section</td>
<td></td>
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<tr>
<td>Appendix</td>
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</tbody>
</table>

- 7. Participating Faculty Biosketches
- 8. Letters of Support
- 9. Data Tables
7. Faculty Biosketches - *with personal statement addressing*

- Training, mentoring, and promoting inclusive, safe and supportive scientific research environments
- Maintaining a record of, and providing training in rigorous and unbiased experimental design, methodology, analysis, interpretation, and reporting of results
- Supporting trainees participating in activities required to identify and transition into careers in the biomedical research workforce
- Fulfilling the need of the trainees to complete their degrees in a timely fashion

**Biosketches are limited to five pages (NOT-OD-15-032)**
8. Letters of Support

• Institutional Support and Commitment Letter (10 page maximum) **must** be attached as part of Letters of Support
  ○ Combine all Support/Commitment Letters into a single PDF for uploading

• Institutional Eligibility Letter **must** certify eligibility
  ○ **B2B**: 2-year and 4-year partner schools eligibility
  ○ **B2D**: terminal MS degree in biomedical sciences; research-intensive PhD partner(s)

  **If these letters are not included, the application will be deemed incomplete and will not be reviewed**

• Other Letters of Support - can be included but should include information distinct from the details required of the Institutional support Letter
Institutional Support and Commitment Letter

Page limit: 10 pages combined into a single document.

Describes the activities and resources provided by the institution.

As applicable, the letter should address how the institution:

• Supports core facilities and technology resources that can enhance training
• Provides staff, facilities, and educational resources to the planned program
• Supports the PDs/PIs and other staff associated with the planned program
• Ensures that faculty have protected time for mentoring, training and research
• Fosters and rewards excellence in training and mentoring
• Promotes diversity and inclusion at all levels of the research training environment
• Ensures that facilities promote the safety of trainees
• Ensures that facilities are accessible to trainees with disabilities
• Promotes a positive, supportive and inclusive environment
• Ensures trainees access to student support services
• Provides resources for evaluating the training outcomes of the program
• Explain how the program will synergize and share resources
• Explain how the faculty, pool of potential trainees, and resources are sufficient
• Policies and procedure are in place to prevent and respond to discriminatory harassment and other discriminatory practices

## 9. Data Tables (B2B)

### New Applications

<table>
<thead>
<tr>
<th>Type of Training</th>
<th>Date</th>
<th>MS Word</th>
<th>PDF</th>
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<tr>
<td>New Predoctoral Training</td>
<td>12/19/2017</td>
<td>40 KB</td>
<td>87 KB</td>
</tr>
<tr>
<td>Submit tables: 1, 2, 3, 4, 5A, 6A, 8A</td>
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<tr>
<td>New Postdoctoral Training</td>
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</tr>
<tr>
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</tr>
</tbody>
</table>

[https://grants.nih.gov/grants/forms/data-tables.htm](https://grants.nih.gov/grants/forms/data-tables.htm)
### Required Data Tables - (B2B)

<table>
<thead>
<tr>
<th>Table</th>
<th>Title of Table</th>
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<tbody>
<tr>
<td>2</td>
<td>Participating Faculty Members</td>
</tr>
<tr>
<td>3</td>
<td>Federal Institutional Research Training Grant and Related Support Available to Participating Faculty Members</td>
</tr>
<tr>
<td>4</td>
<td>Research Support of Participating Faculty Members</td>
</tr>
<tr>
<td>5C</td>
<td>Publications of Those in Training: Undergraduate</td>
</tr>
<tr>
<td>8D Part II</td>
<td>Program Outcomes: Undergraduate, Recent Graduates</td>
</tr>
</tbody>
</table>

- A summary of key data from the tables should also be included in the narrative (Program Plan) of the application. Make sure information in tables and narrative are consistent.

- Include data for all partnering institutions

**Applications that do not include these data tables will not be reviewed.**
### Suggested Data Tables - (B2B)

<table>
<thead>
<tr>
<th>Table</th>
<th>Title of Table</th>
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<tbody>
<tr>
<td>A.1</td>
<td>Undergraduates and Faculty in Participating Biomedical Departments and Interdepartmental Programs</td>
</tr>
<tr>
<td>A.2</td>
<td>Student Population Characteristics</td>
</tr>
<tr>
<td>A.3</td>
<td>Undergraduate Graduation Rates</td>
</tr>
<tr>
<td>B.1, B.2, or B.3</td>
<td>Past Trainee Record (5-Year, 10-Year, or 15-Year)</td>
</tr>
</tbody>
</table>

- If appropriate, include Suggested Data tables within the Training Program Plan (suggested tables counts toward the 25-page limit).

- A summary of key data from the tables should also be included in the narrative of the application.

**DO NOT include Suggested Tables with the required Data Tables attachment**

[https://www.nigms.nih.gov/Research/Mechanisms/Pages/BridgesBaccalaureate.aspx](https://www.nigms.nih.gov/Research/Mechanisms/Pages/BridgesBaccalaureate.aspx)
9. Data Tables (B2D)

<table>
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Describe the Bridges Research Training Program Ecosystem

https://grants.nih.gov/grants/forms/data-tables.htm
# Required Data Tables - (B2D)

<table>
<thead>
<tr>
<th>Table</th>
<th>Title of Table</th>
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<tbody>
<tr>
<td>1</td>
<td>Census of Participating Departments and Interdepartmental Programs</td>
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<tr>
<td>2</td>
<td>Participating Faculty Members</td>
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<tr>
<td>3</td>
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<td>5A</td>
<td>Publications of Those in Training: Predoctoral</td>
</tr>
<tr>
<td>6A</td>
<td>Applicants, Entrants, and their Characteristics for the Past Five Years: Predoctoral</td>
</tr>
<tr>
<td>8D Part III</td>
<td>Program Outcomes: Predoctoral, Recent Graduates</td>
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[https://grants.nih.gov/grants/forms/data-tables.htm](https://grants.nih.gov/grants/forms/data-tables.htm)

- A summary of key data from the tables should also be included in the narrative (Program Plan) of the application. Make sure information in tables and narrative are consistent.
- Applications that do not include these data tables will not be reviewed.
Appendix

**Required**
- Required Training Activities
- Responsible Conduct of Research Syllabii
- Trainee Selection/Appt. Procedures (3 pp.)

**Allowable**
- Elective Activities
- Evaluation and Assessment Instruments
- Conflict Resolution Protocols (3 pp.)

Applications will be withdrawn before arriving at NIGMS if Non-compliant due to missing required and/or exceed the appendices or page limits.
13. Other Attachments

**Required**
- Recruitment Plan to Enhance Diversity
- Trainee Retention Plan
- Outcomes Data Collection and Storage Plan
- Dissemination Plan

**Optional**
- Advisory Committee
Recruitment Plan to Enhance Diversity (3 pages)

• Describe outreach strategies and activities to recruit trainees from underrepresented groups (see NOT-OD-18-210).
• Describe specific efforts to be undertaken by the training program, including the involvement of training program faculty.
• Centralized institutional recruitment efforts alone is not sufficient.
• Accommodation is not the same as outreach or active recruitment of students with disabilities.
• Please name your file “Recruitment plan to enhance diversity.pdf”
Trainee Retention Plan (3 pages)

• Describe efforts to sustain the scientific interests of trainees from all backgrounds.

• Describe the specific efforts to be undertaken by the training program, including the involvement of training program faculty.

• Centralized institutional retention efforts alone is not sufficient.

• Please name your file “Trainee retention plan.pdf”.

• Resources:
  

Outcomes Data Collection and Storage Plan (2 pages)

- The applicant **must** provide a plan to track the outcomes for all supported trainees for a minimum of 15 years beyond the trainee’s participation in the program.

- Describe how the data will be centralized, safeguarded, and retrievable during leadership changes (1-page maximum, part of the 2 pages).

- Please name your file “Outcomes data collection and storage plan.pdf”
Dissemination Plan (1 page)

• A specific plan **must** be provided to disseminate nationally any findings resulting from or materials developed under the auspices of the research training program

• Examples of dissemination may include data or materials from successful training or mentoring interventions via web postings, presentations at scientific meetings, and/or workshops

• Please name your file “Dissemination plan.pdf”
Advisory Committee (1 page maximum) **Optional**

- An Advisory Committee is not a required component of a training program.
- If an Advisory Committee is intended, the roles, responsibilities, and desired expertise of committee members, frequency of committee meetings, and other relevant information should be included.
- Advisory Committee members **should not be identified** or contacted prior to receiving an award.
- Please name your file “Advisory_Committee.pdf”
The Application - Page Limits

<table>
<thead>
<tr>
<th>Section of Application</th>
<th>Page Limits</th>
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</thead>
<tbody>
<tr>
<td>Project Summary/Abstract</td>
<td>30 lines of text</td>
</tr>
<tr>
<td>Program Plan</td>
<td>25</td>
</tr>
<tr>
<td>Advisory Committee (optional)</td>
<td>1</td>
</tr>
<tr>
<td>Recruitment Plan to Enhance Diversity</td>
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<tr>
<td>Trainee Retention Plan</td>
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<tr>
<td>Dissemination Plan</td>
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<tr>
<td>Plan for Instruction in Methods for Enhancing Reproducibility</td>
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<tr>
<td>Plan for Instruction in the Responsible Conduct of Research</td>
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<td>Each Biographical Sketch</td>
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<td>Institutional Support Letter</td>
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<tr>
<td>Institutional Eligibility Letter</td>
<td>1</td>
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<tr>
<td>Trainee Selection/Appointment Procedures</td>
<td>3</td>
</tr>
<tr>
<td>Conflict Resolution Protocols</td>
<td>3</td>
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</tbody>
</table>
Common Pitfalls

- Not reading the FOA and Notices thoroughly
- Lack of measurable objectives
- Not informed by past efforts
- Unclear training activities and timeline
- Insufficient justification for the need for the proposed Bridges program, distinction from current programs
- Incomplete or confusing data tables that don’t align with narrative in the Program Plan
- Weak justification for the proposed partnership
Webinar Outline

I. Program Overview

II. Application Overview

III. Budget Overview

IV. Peer Review Overview
Budget Overview
Budget - Trainees

• Support is allowed for trainees in the form of a stipend.

• All trainees are required to pursue their training full time, as specified by the sponsoring institution in accordance with its own policies.

• Appointments are normally made in 12-month increments. Appointments of less than 9 months require prior approval from the assigned NIGMS Program Officer.

• A Bridges appointment may not be held concurrently with another Federally sponsored fellowship, traineeship, or similar Federal award that provides a stipend or otherwise duplicates provisions of the Bridges appointment.
Stipends, Tuition, and Fees

• Kirschstein-NRSA awards provide stipends as a subsistence allowance to help defray living expenses during the research training experience.

• NIH will contribute to the combined cost of tuition and fees at the rate in place at the time of award.

• Stipend levels, as well as funding amounts for tuition and fees and are announced annually in the NIH Guide for Grants and Contracts, and are also posted on the Ruth L. Kirschstein National Research Service Award (NRSA) webpage.
Trainee Travel – Bridges to Doctorate

• NIGMS will provide up to $1,000 per trainee to travel to scientific meetings or training experiences that will enhance scientific development, build science identity, create a sense of belonging in the scientific community, and build professional networks.

• For Bridges to the Doctorate supported institutions outside the continental United States, $1,250 for travel per trainee will be provided.
Trainee Travel – Bridges to Baccalaureate

- NIGMS will provide up to $1,000 per trainee to travel to scientific meetings or training experiences that will enhance scientific development, build science identity, create a sense of belonging in the scientific community, and build professional networks.

- Trainees are required to spend at least one summer in a research training experience at the bachelor's granting institution.

- Funds for the summer research experience will be provided as follows: $3,000 per Bridges trainee, to be used in accordance with the institutional policies as a per diem for a period of up to ten weeks.
Training Related Expenses

• TRE that may be requested is limited to a maximum:
  o Baccalaureate: $10,000 per trainee per year; for the entire proposed budget, $100,000 per year.
  o Doctorate: $8,400 per trainee per year.

• For both programs, TRE funds are typically used for costs associated with skills development training activities; seminar speakers; and with training or mentoring interventions. For Baccalaureate, TRE funds may also be used for curriculum or methods development.

• For both, program evaluation costs are typically up to $3,000 for the 5-year training grant period.

• Other program related expenses, including personnel and administrative costs, may be included within training-related expenses.
Personnel Effort

• TRE funds may be used for personnel costs/staff salary. Typically, salary support for the PD/PI/co-Investigators (or in a combination of multiple PD(s)/PI(s)/co-Investigators) does not exceed 1.8 person months (i.e., 15% effort on a 12-month basis) in total, depending on the size and scope of the program.

• Typically, the total combined salary support for other administrative personnel (e.g., program administrator/program coordinator and/or program assistant/clerical support) does not exceed 3.0 person months (i.e., 25% effort on a 12-month basis) depending on the size and scope of the program.
xTrain for Student Appointments

• All Bridge trainees must have an appointment form submitted through the eRA Commons to xTrain before they may receive their stipend.

• If participants cannot continue in the grant program for the full appointment period an amended appointment must be submitted to xTrain with the correct appointment period.

• For the Doctorate Program, Termination Notice must be submitted through xTrain within 30 days of the end of the total support period.

• xTrain Web Page - application guide, quick reference sheets, FAQs, training materials:
  https://era.nih.gov/services_for_applicants/other/xTrain.cfm

Appointments are normally made in 12-month increments.
Webinar Outline

I. Program Overview

II. Application Overview

III. Budget Overview

IV. Peer Review Overview
Peer Review

• Please read the review criteria while preparing your application to make sure all of the required information is included.

• Review panel will assess your application against the review criteria.
Peer Review Cont.

• Bridges applications reviewed by one of two standing NIGMS review committees: TWD-C and TWD-D. [www.nigms.nih.gov/Research/application/Pages/reviewcommittees.aspx](http://www.nigms.nih.gov/Research/application/Pages/reviewcommittees.aspx)

• These applications will be assigned to either TWD-C/D to balance conflicts and workload.

• Receipt letter from scientific review officer will provide information about meeting dates, instructions for providing updates, link for committee roster, and people to contact during the review and post-review process.

• Scores and summary statements accessed through PI’s eRA Commons account.
Peer Review Cont.

All from PAR Section V under Application Review Information

Scored Review Criteria:
- Training Program and Environment
- Training Program Director(s)/Principal Investigator(s)
- Preceptors/Mentors (Participating Faculty)
- Trainee Positions, Recruitment, and Retention
- Training Record

Additional Review Criteria: Acceptable/Unacceptable
- Training in Methods for Enhancing Reproducibility

Additional Review Considerations: Acceptable/Unacceptable
- Recruitment Plan to Enhance Diversity
- Training in the Responsible Conduct of Research
- Budget and Period of Support
Formatting Tips

Check Application
- Allow enough time to carefully check application after submission. We cannot accept any missing items after the receipt deadline.

Page Limits
- Supply all requested materials within page limits.
- Do not “overstuff” sections that don’t have page limits or use appendices to get around the limits.

Appendices
- Note that the Appendix should only be used in circumstances covered in the NIH policy on appendix materials and as the FOA specifically instructs applicants to do so.
- The Bridges FOAs requires specific Appendix materials.
Application Preparation Tips

Content

• Read the program announcement and ensure that your application contains the necessary elements.
• Successful submission through Grants.gov and eRA Commons does not mean appropriate responsiveness to the program announcement.

Context

• Present the institutional framework and environment of your program.
• Be realistic in your program’s goals.
Comprehensive

• Address all of the requirements of the program announcement.
  ○ For example:
    • If you don’t have institutional baseline data, explain how you plan to obtain it.
    • If you haven’t fully formed your evaluation plan, at least acknowledge that you are working on it.

• Describe how your program “works”
  ○ For example:
    • How are students recruited and selected? By whom?
    • What does the advisory committee do? How often do they meet?
    • How have you used evaluation information in designing/improving your program?
Application Preparation Tips Cont.

Clear

• Don’t bury important information.

• Don’t expect reviewers to “read between the lines” to figure out what you are proposing.

• Present outcomes data in a straightforward manner:
  • Don’t exaggerate.
  • Don’t hide data (reviewers will “do the math”).
  • It is far better to present results as they are and address how the program aims to improve.
Application Preparation Tips Cont.

Current
• Make sure faculty biosketches are up-to-date, in correct format, and relevant for training program
• Provide data on current and prior students
• Use the most recent institutional data

Consistent
• Data in tables and text should match
• Data should be consistent across tables
• Match justification to budget items
• Refer to the correct program in text and tables
• Include a timeline for the activities
## Review Process: Usual Timeline

<table>
<thead>
<tr>
<th>Timeframe</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>(From submission date)</td>
<td></td>
</tr>
<tr>
<td>1 - 2 months</td>
<td>Referral</td>
</tr>
<tr>
<td>2 - 6 months</td>
<td>Review Panel</td>
</tr>
<tr>
<td>6 - 7 months</td>
<td>Summary Statement Available</td>
</tr>
<tr>
<td>7 - 8 months</td>
<td>Advisory Council</td>
</tr>
<tr>
<td>8 - 9 months</td>
<td>Funding Decisions</td>
</tr>
<tr>
<td>9 - 10 months</td>
<td>Award Start Date</td>
</tr>
</tbody>
</table>
Critical Deadlines

• Letter of Intent Due Date(s)
  • Not Applicable

• Application Due Date(s)
  • September 25, 2020

• Earliest Start Date
  • July 2021 – B to Bac
  • August 2021 – B to Doc
For additional information

- Funding Opportunity Announcement (FOA) [PAR-19-299](#) and [PAR-19-300](#)
- Bridges Website
- Frequently Asked Questions – Application Guide, Electronic Submission of Grant Applications
Agency Contacts

- Patrick Brown, Ph.D.  
  patrick.brown@nih.gov

- Sydella Blatch  
  sydella.blatch@nih.gov

- Justin Rosenzweig  
  rosenzwj@nigms.nih.gov

- Tracy Koretsky, Ph.D.  
  tracy.koretsky@nih.gov

- Lee Slice, Ph.D.  
  slicelw@mail.nih.gov
Thank you!

Questions
1. To determine RPG funding, visit [NIH RePORTER](https://report.nih.gov). Select the **Funding** feature.

![Image](image1.png)

2. Select **Awards by Location** and enter the institution name in the **Organization** cell. After entering the institution, click **SELECT**.

![Image](image2.png)

3. Select the institution from the sub listing provided. Submit Query.
4. View funding amount for “RPG- Non SBIR/STTR”. Note: The current FY is the default, select the FY for the last 3 years and calculate the average for all 3 years. For example, for applications submitted in September 2020, use FY 19, 18 and 17 RPG funding.

<table>
<thead>
<tr>
<th>Funding Mechanism</th>
<th>Dollar Amount</th>
<th>Awards</th>
</tr>
</thead>
<tbody>
<tr>
<td>Other Research-Related</td>
<td>$675,234</td>
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<tr>
<td>Research Centers</td>
<td>$4,631,159</td>
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<tr>
<td>RPGs - Non SBIR/STTR</td>
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<tr>
<td>Training - Institutional</td>
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<tr>
<td>Total</td>
<td>$7,362,308</td>
<td>8</td>
</tr>
</tbody>
</table>

Research Intensive: Institutions with an average of NIH research project grant (RPG) funding greater than or equal to $7.5 million in total costs per year over the past 3 fiscal years.
The National Institute of General Medical Sciences (NIGMS) supports basic research that increases our understanding of biological processes and lays the foundation for advances in disease diagnosis, treatment, and prevention. NIGMS-funded scientists investigate how living systems work at a range of levels from molecules and cells to tissues and organs, in research organisms, humans, and populations.

https://www.nigms.nih.gov/about/overview/Pages/default.aspx