NIH Instrumentation Grant Program for Resource-Limited Institutions (RLI-S10)

Informational Webinar
May 5, 2025

National Institutes of Health

Today's Presenters
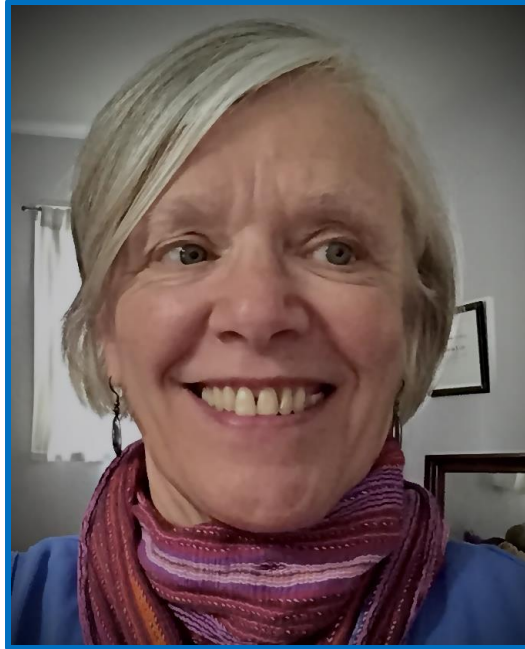
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Disclaimer

This presentation and accompanying slides are for informational purposes only. They serve as an overview of NIH or NIGMS programs and are not meant to be comprehensive in coverage of all required components of a program or an application.

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Overview of the RLI-S10 Program

PAR-23-138

Program Goals

- Provide funding for purchase of modern scientific instruments at resource-limited institutions
- Expand education and research capacity

Research

Education

Image Credit: Microsoft 365 stock images

Eligible Instruments

- Requested instruments may support biomedical research and education in basic, translational, biomedically-related behavioral or clinical fields

- Eligible instruments may include, but are not limited to:

  - Centrifuge
  - Cell sorter
  - Confocal microscope
  - Ultramicrotome
  - Gel imaging system
  - Mass spectrometer
  - Benchtop NMR
  - Industrial 3D printer

  - Fluorimeter
  - CD spectropolarimeter
  - High-throughput micro-plate-reader
  - Isothermal titration calorimeter
  - Scanning or transmission electron microscope
  - FPLC and HPLC systems
  - Computer systems
  - Animal monitoring systems

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RLI-S10 Program Budgets

- Award amounts: $25,000-$250,000

- If the instrument cost is >$250,000 you may request the maximum amount and provide documentation of the funding source(s) that will cover the remaining cost

- Service contract costs for up to 5 years may be included in the budget but must be paid during the 1-year award period

- Additional guidance: Applicants should be fiscally responsible and, when possible, secure academic discounts

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RLI-S10 User Roles and Responsibilities

Major Users

- At least three Major Users required for each application

- Major Users can include:
  - Researcher who has a demonstrated scientific need for the instrument
  - Upper level undergraduate or graduate laboratory course that will integrate the instrument into learning objectives
  - Major users can be from the same or distinct departments in the applicant institution or from nearby or regional institutions.

- A single defined research or educational project can account for only one Major User

- Program Director/Principal Investigator (PD/PI) and other Users are not required to have existing NIH funding

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Institutional Affiliation and Other Users

- The following must be tied to the Applicant Institution:
  - Full-time appointment of the PD/PI
  - Instrument location
  - Use of the instrument in courses

- Other (Minor) Users:
  - Those that will benefit from the instrument in a research capacity.
  - May be located at the applicant institution or at nearby or regional institutions.

- No specific number of Minor Users is required
  - However, the application reviewers will consider the number of Minor Users and potential users

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PI and Technical Expert Responsibilities

- PD/PI:
  - Administrative and scientific oversight of the instrument
  - Drafting the Instrument and Organizational Plans
  - Evaluation and reporting
  - Communications with NIH and instrument vendors

- Specified Individual(s) with Technical Expertise (Need not be a Core Facility Manager)
  - Instrument set up and new user training
  - Ensure safe operation
  - Ensure appropriate instrument maintenance
  - Provide technical support

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RLI-S10 Institutional Responsibilities

Responsibilities of the Applicant Institution

- Instrument housing
- Personnel support
- Sustaining infrastructure and facilities
- Successful implementation of the instrument

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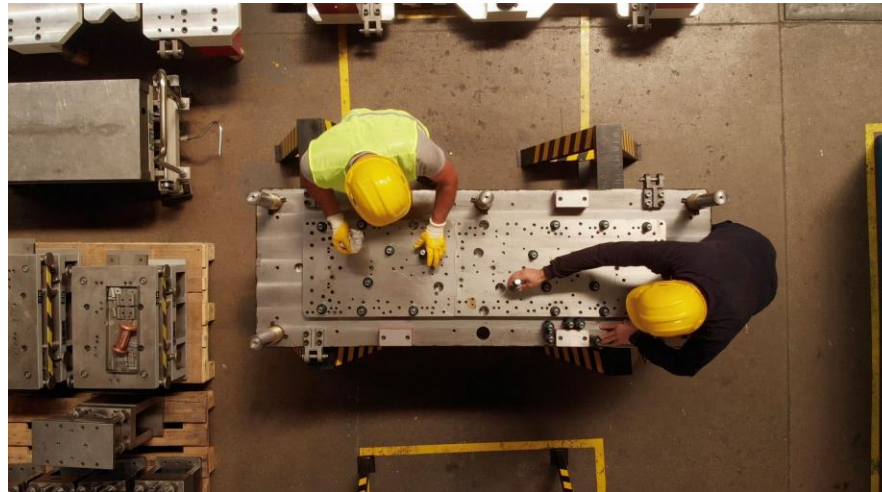
Instrument Location

- Housed at the applicant institution
- Placed in a space that:
  - Maximizes sharing
  - Promotes cost-effectiveness
  - Fosters a collaborative multi-disciplinary environment

- Examples of suitable spaces:
  - Core facility
  - Shared-resource room
  - A Major User's accessible laboratory
  - Instructional laboratory

- Instruments should not be in cramped or dirty spaces that are inaccessible and unattended during normal business hours

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Preparing your RLI-S10 Application

Recommended: Contact Program Staff before preparing your application
Dorothy Beckett dorothy.beckett@nih.gov Dan Morris daniel.morris@nih.gov

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Overview of an NIH Notice of Funding Opportunity (NOFO)

Part 1. Overview Information
    Key Dates
    Application Due Date: July 3, 2025
    Earliest Award Date: April 2026

Part 2. Full Text of the Announcement
    Section I. Funding Opportunity Description
    Section II. Award Information
    Section III. Eligibility Information
    Section IV. Application and Submission Information
    Section V. Application Review Information
    Section VI. Award Administration Information
    Section VII. Agency Contacts
    Section VIII. Other Information

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Institutions New to NIH? Make sure that you register!

Institution must complete the following registrations:

- **UEI** (Unique Entity Identifier) - a 12-character string created in SAM.gov*

- **SAM** (System for Award Management) – requires annual renewal

- **Grants.gov** – required to submit grants

- **eRA Commons** – required to do business with NIH

*The application must be submitted by an eligible organization with a **Unique Entity Identifier (UEI)** <u>and</u> a **unique NIH eRA Institutional Profile File (IPF) number**. For institutions with multiple campuses, eligibility can be considered for an individual campus (e.g., main, satellite, etc.) as the applicant organization only if a UEI and a unique NIH eRA IPF number are established <u>for the individual campus</u>. For institutions that use one UEI or NIH IPF number for multiple campuses, eligibility as the applicant organization is determined for the campuses together.

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RLI S10 Institutional Eligibility Requirements

- Domestic institutions located in the United States and its territories
- Meeting the following criteria:
  - Have received < $6 million per year from NIH Research Project Grants (RPGs) in each of the preceding three fiscal years
  - Award undergraduate and/or graduate degrees in biomedical sciences

  AND

  - At least 35% of enrolled undergraduate students are supported by Pell grants based on information in the Integrated Postsecondary Education Data System (IPEDS) database*

    OR

  - Nationally recognized and accredited Historically Black Colleges and Universities (HBCUs) Or Tribal Colleges and Universities (TCUs)

*IPEDS reports the percentage of students supported by Pell grants in two ways: (1) the percentage of all undergraduates enrolled and (2) the percentage of full-time, first-time, degree/certificate-seeking undergraduate students. **Institutions may use either option for determining their eligibility.** No matter which category of IPEDS data is used, the institution's Pell enrollment in that category must be at least a yearly average of 35% calculated from the three most recent years of reported data.

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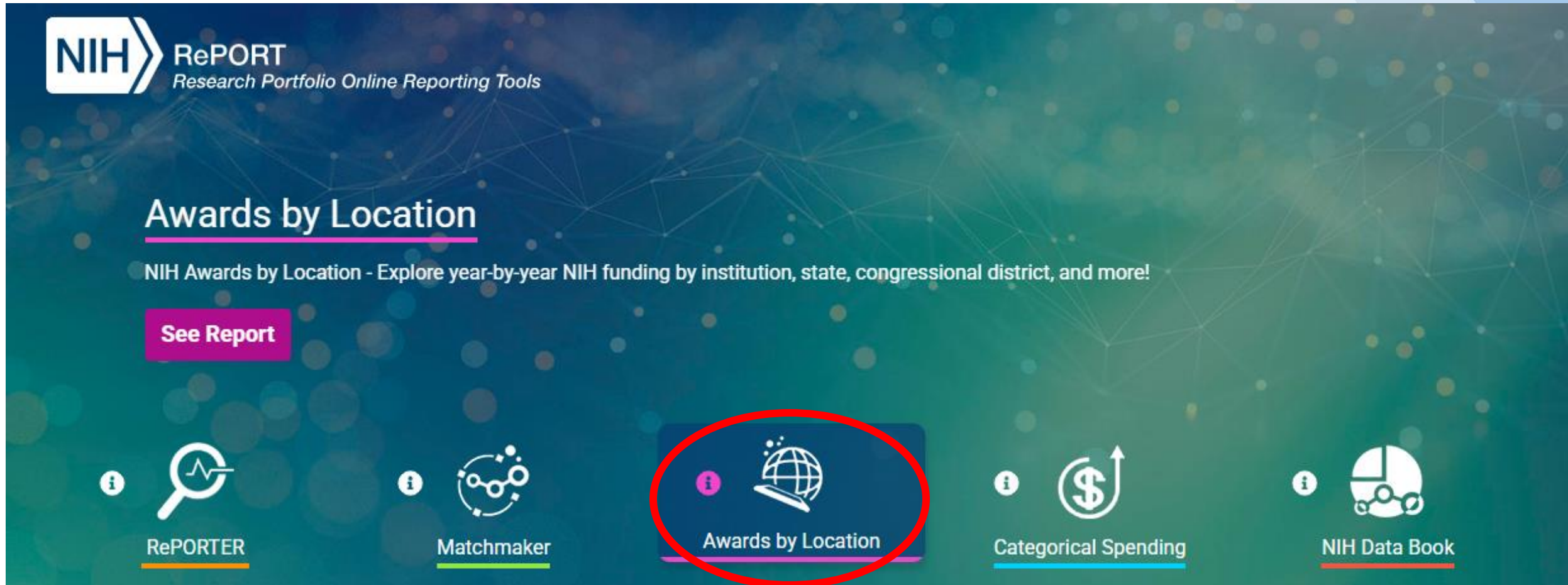
Determining Institutional RLI-S10 Eligibility

Determining <$6 million per year eligibility using NIH Reporter

- Navigate to reporter.nih.gov and click on the Awards by Location banner link

Determining <$6 million per year eligibility

- Search for your organization using a key word with the "contains" flag checked
- Search using the "Select" button
- A pop-up window will appear with a list of known institutions. Select yours from the list.
- Generate an awards summary by clicking "Submit Query"

Determining <$6 million per year eligibility (cont'd.)

- Scroll down the page to see your query results
- Make sure that "Funding Mechanism" is selected in the drop-down table header to see the $ amount that correlates with research project grants (RPGs)
- Make a new query for each of the three preceding fiscal years
- The Dollar Amount for RPGs should be below $6 million in each year

HOWARD UNIVERSITY awards summary for Fiscal Year 2022

Funding Mechanism ⌄	Dollar Amount	Awards
Other Research-Related	$753,298	2
Research Centers	$6,603,136	7
RPGs - Non SBIR/STTR	$5,733,997	14
Training - Institutional	$341,337	2
Total	$13,431,768	25

Determining 35% Pell Student Eligibility in IPEDS

•Navigate to nces.ed.gov/ipeds and find the Custom Data Files button in the Find Your College drop-down menu from the site banner

•Follow the Steps 1-3 to search for your Pell % starting with Select Institutions

•In Step 2: Select Variables, you must select the indicated (red arrows) % Pell award variables for each year separately
   o After selecting a year, search for "pell" to limit variables to that key word
   o Expand the Student Financial Aid and Net Price variable tree to selected the indicated variables

1.

2.

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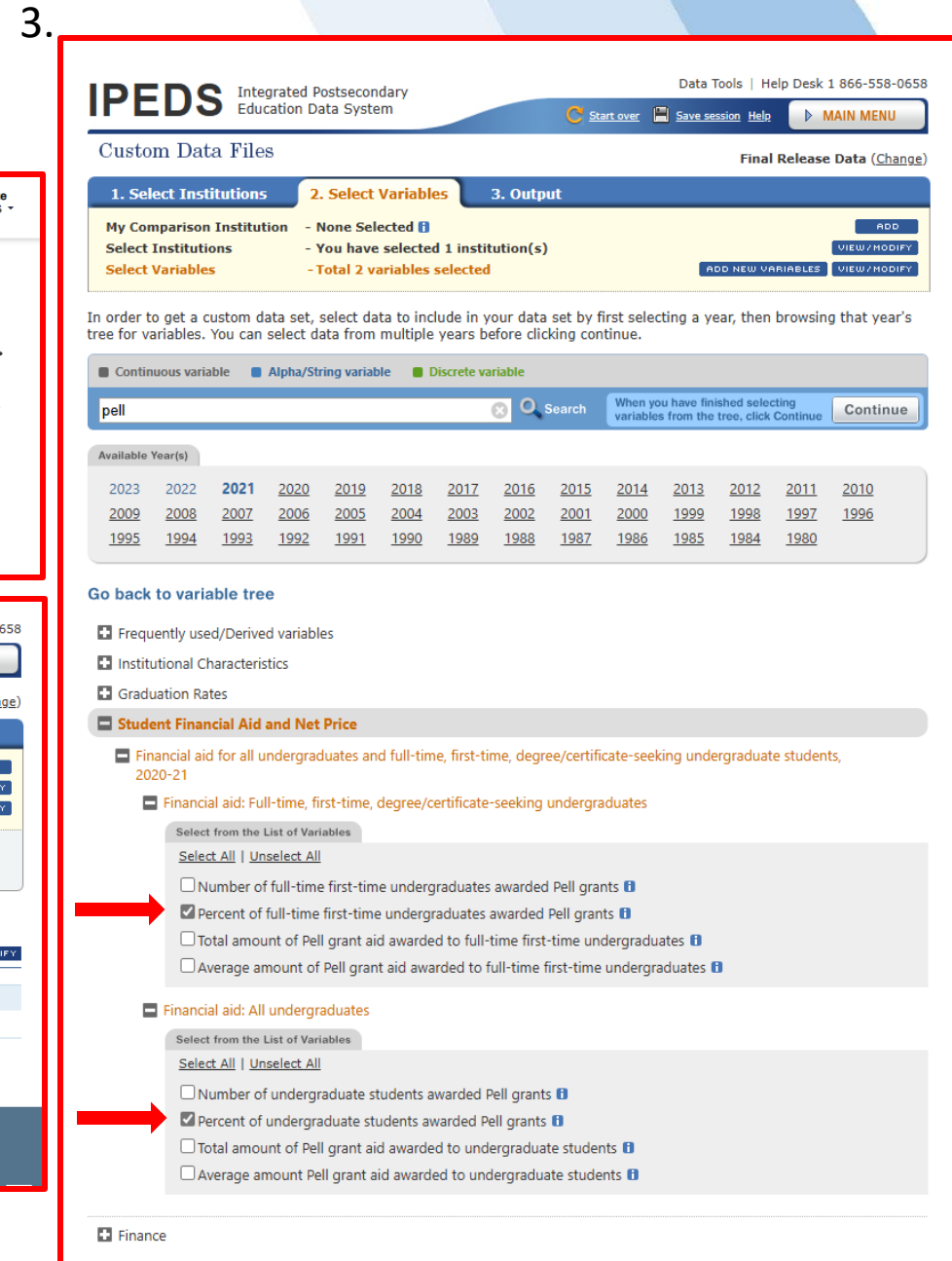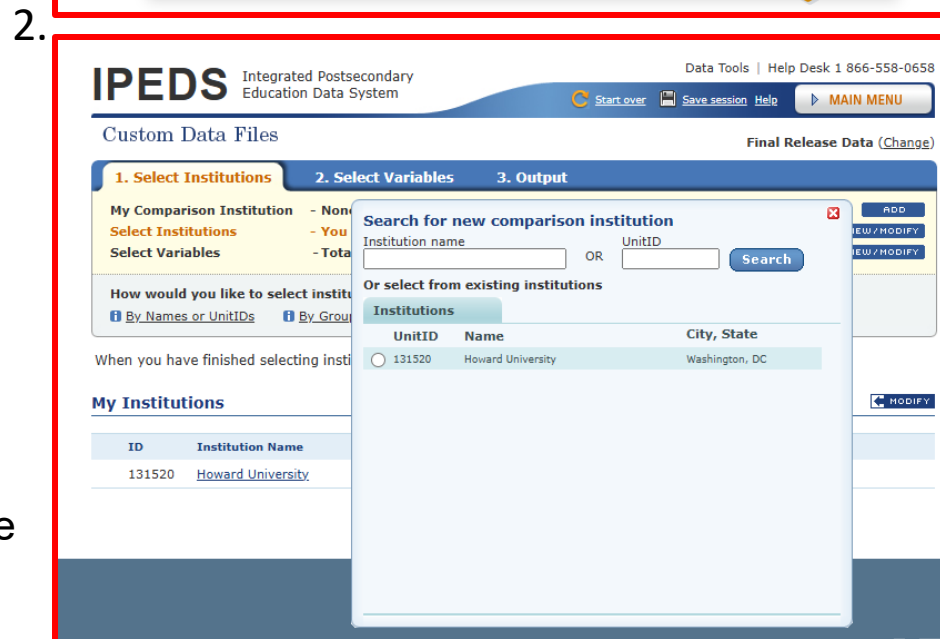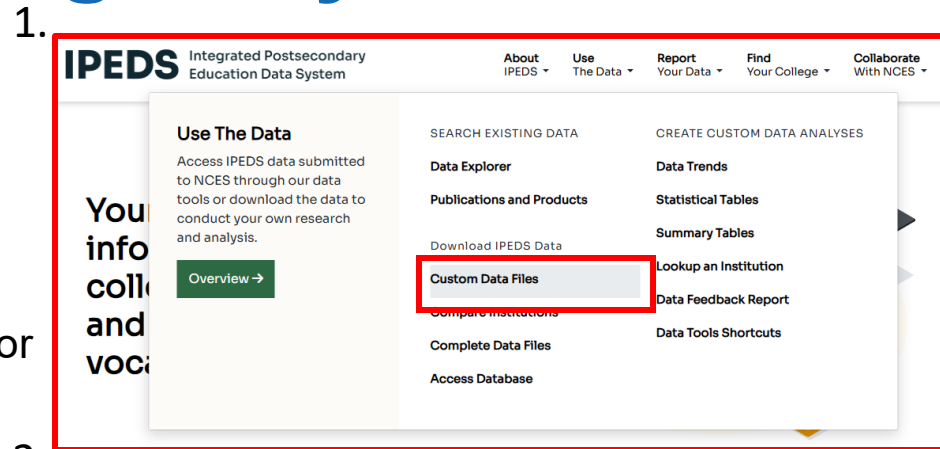
Determining 35% Pell Student Eligibility in IPEDS (cont'd.)

4.

- In Step 3: Output, you can download a CSV (comma separated values) Excel-compatible text file for each year
- Use "Percent of full-time first-time undergraduates awarded Pell grants" or "Percent of undergraduate students awarded Federal Pell grants" to determine your institution's eligibility
- The average of one of these variables should be above 35% for the three preceding fiscal years
- If the previous year's IPEDS awards data is not available, it is the institution's responsibility to accurately calculate that value

5.   Example CSV Output:

	A	B	C	D	E
1	unitid	institution name	year	SFA2223.Percent of full-time first-time undergraduates awarded Pell grants	SFA2223.Percent of undergraduate students awarded Federal Pell grants
2	131520	Howard University	2023	44	41

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Completing Remaining Application Sections

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Preparing SF 424 (R&R) Cover Form

- All fields highlighted in red are required
- Following slide contains instructions relating to RLI-S10 for items #11 and #15

Preparing SF 424 (R&R) Cover Form (cont'd.)

- Follow all instructions in the SF424 (R&R) Application Guide

- #11 Title - Provide a descriptive title that includes the generic name of the requested instrument

- #15 Estimated Project Funding:

  - Total Federal Funds Requested:

    - For instrument cost of $25,000- $250,000, enter the total cost

    - For instrument cost greater than $250,000, enter $250,000 and provide additional information in Total Non-Federal Funds

  - *Total Non-Federal Funds: The difference between instrument price and $250K. Explain how the difference will be paid in the Equipment section on the SF 424 (R&R)*

  - *Total Federal & Non-Federal Funds: Enter the total cost of the instrument from the quote*

  - *Program Income: Enter zero as this does not apply to this NOFO*

#11

#15

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Adding SF424 Other Project Information to your Application

SF 424 (R&R) Other Project Information

- **Project Summary/Abstract**:

  - Provide a succinct description of the requested instrument
  - **Explain the need for the instrument**
  - Describe how access to the instrument will stimulate biomedical research and/or support education and increase research capacity at the applicant institution

- **Project Narrative** (two or three sentences): Describe the relevance of the instrument to public health and its impact on research and education at the applicant institution

- **Bibliography & References Cited**: List only publications that are relevant to the researchers' expertise in operation and usage of the instrument or relevant to projects that will be supported by the instrument

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NIH Biographical Sketch

Biosketch should include:

A. Personal Statement:
Describe technical expertise and qualifications directly related to the requested instrument

B. Positions, Scientific Appointments, and Honors: e.g., Tenured, or non-tenured faculty member; awards; etc.

C. Contributions to Science: Record of research accomplishments, student training, mentoring, and teaching if applicable

Who should provide a Biosketch?*:

- Major Users

- Technical personnel, as applicable

- Minor Users, but not required

https://grants.nih.gov/grants/forms/biosketch.htm

*SciENcv: *Science Experts Network Curriculum Vitae* is highly recommended to generate a Biosketch

- Each Biosketch should not exceed 5 pages

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Instrumentation Plan

Instrumentation Plan – single PDF titled "Instrumentation Plan"

- **Plan for Research and Education Capacity Building**

  - **Overall Benefit**: Outline the overall benefit of the instrument to the institution's research and/or education, capacity building, and to the institution's long-range research goals

  - **Research and/or Education Projects**: Describe major use of the instrument in at least 3 research projects and/or laboratory courses

  - **Other Users**: Describe how the instrument will benefit other (minor) users

  - **Inventory of Similar Instrumentation:** List similar instruments that exist at the institution and explain why they do not satisfy the research and education needs

- **Technical Expertise:** Outline the available technical expertise for use of the proposed instrument

- **Organizational Plan**: Describe day-to-day management, operation, and maintenance of the instrument, how new users will be engaged and trained, and plans for managing instrument for projects with human subjects, vertebrate animals, biohazards

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Equipment Description

Equipment (single PDF attachment)

- Summarize the requested instrument, including its manufacturer, model number, specific features, and accessories

- Provide a detailed budget breakdown of the main instrument and requested accessories, including tax and import duties, if applicable

- <u>**Required:**</u> Include an itemized quote from the vendor with appropriate discounts, accessories, training services, warranties and service contracts (up to five years are encouraged)

- When applicable, describe the total Non-Federal Funds cited in the SF424 Cover form (for example, funds provided by the institution)

<u>**Applications that do not include a quote will be deemed incomplete**</u>

<u>**and will be withdrawn without review!!!**</u>

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Page Limitations

- Follow page limitations instruction described in the SF 424 Application Guide and the Table of Page Limits

- **The Instrumentation Plan** (see Other Attachments section of the SF424(R&R) Other Project Information form) must include the following sections and may not exceed these page limitations:

  - **Plan for Research and Education Capacity Building-** up to 4 pages

  - **Technical Expertise-** up to 1 page

  - **Organizational Plan-** up to 2 pages

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Letters of Support

Letters of Support - combined in a single PDF named "Letters of Support"

From the **Authorized Organization Representative or Business Official**

○ Verify that the institution meets the eligibility criteria

○ Indicate the institutional commitment to instrument housing, accessibility, and maintenance

○ Provide information regarding institutional support for personnel, who need not be a facility manager

○ If applicable, state the amount of matching funds for instrument purchase and describe a containment plan for animals or infectious materials by the institutional biosafety officer, etc.

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Review Criteria and Related Application Components

Review Criterion	Application Component
Overall Benefit	Project Summary/Abstract; Instrumentation Plan/Plan for Research and Education Capacity Building/Overall Benefit; All sections
Justification of Need	Instrumentation Plan/Plan for Research and Education Capacity Building
Technical Expertise	Instrumentation Plan/Plan for Research and Education Capacity Building/Technical Expertise; Biosketches; Bibliography & References
Research and Education Projects	Instrumentation Plan/Plan for Research and Education Capacity Building
Administration	Instrumentation Plan/Organizational Plan
Institutional Commitment	Letters of Support

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Additional Resources

NIH Grants Process

- Helpful videos: https://grants.nih.gov/grants/grants_process.htm

- Grant Writing Webinar Series for Institution Capacity Building: https://nigms.nih.gov/training/Pages/Grant-Writing-Webinar-Series-for-Institutions-Building-Research--and-Research-Training-Capacity.aspx

- Notice of Funding Opportunities (NOFOs): The Annotated NOFO

- The NIH Application Guide: https://grants.nih.gov/grants/how-to-apply-application-guide.html

- Submitting an Application: https://grants.nih.gov/grants/forms/submitting-an-application.htm

The NIH Peer Review Process

Information for Applicants: Center for Scientific Review

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Questions?
Please type them into the Q & A window

Reach out to the RLI-S10 management team at:
RLIS10Mailbox

Application Due Date: July 3, 2025
Earliest Award Date: April 2026

Recommended: Contact Program Staff before preparing your application
Dorothy Beckett dorothy.beckett@nih.gov | Dan Morris daniel.morris@nih.gov

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