

Division of Training
and Workforce
Development

Program Officials

National Institutes of Health Training Table 7. Appointments to the Training Grant for Each Year of the Current Project Period

Disclaimer

- This informational video is not in lieu of the guidance and instructions provided by the National Institutes of Health (NIH).
- Before completing the NIH tables, please read the following documents carefully:
 - 1) The appropriate Notice of Funding Opportunity for the grant to which you are applying.
 - 2) The SF424 (R&R) Application Guidelines, paying particular attention to the PHS 398 Research Training Program Plan Form.
 - 3) The individual table instructions, that tend to include rationale statements and sample tables, where available.

Table 7. Appointments to the Training Grant for Each Year of the Current Project Period

Rationale

- For renewal applications, these data permit an evaluation of the use of awarded training positions.

Note for XTRACT users:

- counts for “Awarded” trainees will be auto-filled, as will trainees appointed in the first three budget years.
- counts of trainees appointed in Budget Year 04, as well as counts of trainees in the remaining budget years, can be manually entered.

Example of Table 7: Blank

Training Positions	Budget Year 01	Budget Year 02	Budget Year 03	Budget Year 04	Sum of Budget Years
Predoctoral Awarded					
Predoctoral Appointed					
Predoc: Dual-Degree					
Predoc: Underrepresented Groups					
Postdoctoral Awarded					
Postdoctoral Appointed					
Postdoc: M.D. or Equivalent					
Postdoc: Ph.D. or Equivalent					
Postdoc: D.D.S., D.V.M., Other					
Postdoc: Dual Degree					
Postdoc: Underrepresented Groups					
Short-Term Awarded					
Short-Term Appointed					
Short-Term: Underrepresented Groups					

Provide the following counts for each complete budget year (i.e., Budget Year 01, Budget Year 02, Budget Year 03, Budget Year 04, and Sum of Budget Years) since the last competing grant application.

Exclude any section (i.e., predoctoral, postdoctoral, or short-term) that does not apply.

Table 7

Training Positions	Budget Year 01	Budget Year 02	Budget Year 03	Budget Year 04	Sum of Budget Years
Predocutorial Awarded	8	8	8	8	32
Predocutorial Appointed					
Predoc: Dual-Degree					
Predoc: Underrepresented Groups					
Postdoctoral Awarded					
Postdoctoral Appointed					
Postdoc: M.D. or Equivalent					
Postdoc: Ph.D. or Equivalent					
Postdoc: D.D.S., D.V.M., Other					
Postdoc: Dual Degree					
Postdoc: Underrepresented Groups					
Short-Term Awarded					
Short-Term Appointed					
Short-Term: Underrepresented Groups					

Predocutorial Positions Awarded:

Enter, **in bold**, the number of predocutorial positions awarded (i.e., slots).

Table 7 (contd. 3)

Training Positions	Budget Year 01	Budget Year 02	Budget Year 03	Budget Year 04	Sum of Budget Years
Predoc: Dual-Degree	0	0	1	1	2
Predoc: Underrepresented Groups					
Postdoctoral Awarded					
Postdoctoral Appointed					
Postdoc: M.D. or Equivalent					
Postdoc: Ph.D. or Equivalent					
Postdoc: D.D.S., D.V.M., Other					
Postdoc: Dual Degree					
Postdoc: Underrepresented Groups					
Short-Term Awarded					
Short-Term Appointed					
Short-Term: Underrepresented Groups					

Predoc: Dual-Degree

Enter, in plain text, the number of individual predoctorates appointed who are in a dual-degree program.

Table 7 (contd. 4)

Training Positions	Budget Year 01	Budget Year 02	Budget Year 03	Budget Year 04	Sum of Budget Years
Predoc: Awarded	8	8	8	8	32
Predoc: Appointed	8	8	8	8	32
Predoc: Dual-Degree	0	0	1	1	2
Predoc: Underrepresented Groups	0	5	2	2	9
Postdoctoral Awarded					
Postdoctoral Appointed					
Postdoc: M.D. or Equivalent					
Postdoc: Ph.D. or Equivalent					
Postdoc: D.D.S., D.V.M., Other					
Postdoc: Dual Degree					
Postdoc: Underrepresented Groups					
Short-Term Awarded					
Short-Term Appointed					
Short-Term: Underrepresented Groups					

Predoc: Underrepresented Groups

Enter, in plain text, the number of predoctorates appointed who are from groups that are underrepresented, such as individuals from underrepresented racial or ethnic groups, individuals with disabilities, or individuals from disadvantaged backgrounds as described in [NIH's Notice of Interest in Diversity](#).

If the training program does not collect information on all the groups identified in [NIH's Notice of Interest in Diversity](#), enter data on the groups for which information is available.

Table 7. (contd. 5)

Training Positions	Budget Year 01	Budget Year 02	Budget Year 03	Budget Year 04	Sum of Budget Years
Predoc: Awarded	8	8	8	8	32
Predoc: Appointed	8	8	8	8	32
Predoc: Dual-Degree	0	0	1	1	2
Predoc: Underrepresented Groups	0	5	2	2	9
Postdoctoral Awarded	4	4	4	4	16
Postdoctoral Appointed					
Postdoc: M.D. or Equivalent					
Postdoc: Ph.D. or Equivalent					
Postdoc: D.D.S., D.V.M., Other					
Postdoc: Dual Degree					
Postdoc: Underrepresented Groups					
Short-Term Awarded					
Short-Term Appointed					
Short-Term: Underrepresented Groups					

Postdoctoral Positions Awarded

Do not enter data in the postdoctoral rows if your program solely focuses on predoctoral trainees.

Enter, **in bold**, the number of postdoctoral positions awarded (i.e., slots)

Table 7 (contd. 6)

Training Positions	Budget Year 01	Budget Year 02	Budget Year 03	Budget Year 04	Sum of Budget Years
Predoc: Awarded	8	8	8	8	32
Predoc: Appointed	8	8	8	8	32
Predoc: Dual-Degree	0	0	1	1	2
Predoc: Underrepresented Groups	0	5	2	2	9
Postdoctoral Awarded	4	4	4	4	16
Postdoctoral Appointed	4	4	4	4	16
Postdoc: M.D. or Equivalent					
Postdoc: Ph.D. or Equivalent					
Postdoc: D.D.S., D.V.M., Other					
Postdoc: Dual Degree					
Postdoc: Underrepresented Groups					
Short-Term Awarded					
Short-Term Appointed					
Short-Term: Underrepresented Groups					

Postdoctorates: Appointed

Enter, **in bold**, the number of postdoctorates appointed.

Table 7 (contd. 7)

Training Positions	Budget Year 01	Budget Year 02	Budget Year 03	Budget Year 04	Sum of Budget Years
Predocutorial Awarded	8	8	8	8	32
Predocutorial Appointed	8	8	8	8	32
Predoc: Dual-Degree	0	0	1	1	2
Predoc: Underrepresented Groups	0	5	2	2	9
Postdoctoral Awarded	4	4	4	4	16
Postdoctoral Appointed	4	4	4	4	16
Postdoc: M.D. or Equivalent	0	1	0	1	2
Postdoc: Ph.D. or Equivalent					
Postdoc: D.D.S., D.V.M., Other					
Postdoc: Dual Degree					
Postdoc: Underrepresented Groups					
Short-Term Awarded					
Short-Term Appointed					
Short-Term: Underrepresented Groups					

Postdoctorates: M.D. or Equivalent Appointed

Enter, in plain text, the number of postdoctorates appointed with an M.D. or equivalent degree.

Table 7 (contd. 8)

Training Positions	Budget Year 01	Budget Year 02	Budget Year 03	Budget Year 04	Sum of Budget Years
Predoc: Awarded	8	8	8	8	32
Predoc: Appointed	8	8	8	8	32
Predoc: Dual-Degree	0	0	1	1	2
Predoc: Underrepresented Groups	0	5	2	2	9
Postdoctoral Awarded	4	4	4	4	16
Postdoctoral Appointed	4	4	4	4	16
Postdoc: M.D. or Equivalent	0	1	0	1	2
Postdoc: Ph.D. or Equivalent	3	1	3	3	10
Postdoc: D.D.S., D.V.M., Other					
Postdoc: Dual Degree					
Postdoc: Underrepresented Groups					
Short-Term Awarded					
Short-Term Appointed					
Short-Term: Underrepresented Groups					

Postdoctorates: Ph.D. or Equivalent Appointed

Enter, in plain text, the number of postdoctorates appointed with an Ph.D. or equivalent degree.

Table 7 (contd. 9)

Training Positions	Budget Year 01	Budget Year 02	Budget Year 03	Budget Year 04	Sum of Budget Years
Predoc: Dual-Degree	0	0	1	1	2
Predoc: Underrepresented Groups	0	5	2	2	9
Postdoctoral Awarded	4	4	4	4	16
Postdoctoral Appointed	4	4	4	4	16
Postdoc: M.D. or Equivalent	0	1	0	1	2
Postdoc: Ph.D. or Equivalent	3	1	3	3	10
Postdoc: D.D.S., D.V.M., Other	1	1	0	0	2
Postdoc: Dual Degree					
Postdoc: Underrepresented Groups					
Short-Term Awarded					
Short-Term Appointed					
Short-Term: Underrepresented Groups					

Postdoctorates: D.D.S., D.V.M., Other

Enter, in plain text, the number of postdoctorates appointed with a D.D.S., D.V.M., or terminal doctoral degree.

Table 7. (contd. 10)

Training Positions	Budget Year 01	Budget Year 02	Budget Year 03	Budget Year 04	Sum of Budget Years
Predoc: Dual-Degree	0	0	1	1	2
Predoc: Underrepresented Groups	0	5	2	2	9
Postdoctoral Awarded	4	4	4	4	16
Postdoctoral Appointed	4	4	4	4	16
Postdoc: M.D. or Equivalent	0	1	0	1	2
Postdoc: Ph.D. or Equivalent	3	1	3	3	10
Postdoc: D.D.S., D.V.M., Other	1	1	0	0	2
Postdoc: Dual Degree	0	1	1	0	2
Postdoc: Underrepresented Groups					
Short-Term Awarded					
Short-Term Appointed					
Short-Term: Underrepresented Groups					

Postdoctorates: Dual Degree

Enter, in plain text, the number of postdoctorates appointed with a dual degree.

Table 7 (contd. 11)

Postdoctorates: Underrepresented Groups

Enter, in plain text, the number of postdoctorates appointed who are from groups that are underrepresented, such as individuals from underrepresented racial or ethnic groups, individuals with disabilities, or individuals from disadvantaged backgrounds as described in [NIH's Notice of Interest in Diversity](#).

If the training program does not collect information on all the groups identified in [NIH's Notice of Interest in Diversity](#), enter data on the groups for which information is available.

Training Positions	Budget Year 01	Budget Year 02	Budget Year 03	Budget Year 04	Sum of Budget Years
Predoc: Dual-Degree	0	0	1	1	2
Predoc: Underrepresented Groups	0	5	2	2	9
Postdoctoral Awarded	4	4	4	4	16
Postdoctoral Appointed	4	4	4	4	16
Postdoc: M.D. or Equivalent	0	1	0	1	2
Postdoc: Ph.D. or Equivalent	3	1	3	3	10
Postdoc: D.D.S., D.V.M., Other	1	1	0	0	2
Postdoc: Dual Degree	0	1	1	0	2
Postdoc: Underrepresented Groups	0	0	0	0	0
Short-Term Awarded					
Short-Term Appointed					
Short-Term: Underrepresented Groups					

Table 7 (contd. 12)

Training Positions	Budget Year 01	Budget Year 02	Budget Year 03	Budget Year 04	Sum of Budget Years
Predoc: Awarded	8	8	8	8	32
Predoc: Appointed	8	8	8	8	32
Predoc: Dual-Degree	0	0	1	1	2
Predoc: Underrepresented Groups	0	5	2	2	9
Postdoc: Awarded	4	4	4	4	16
Postdoc: Appointed	4	4	4	4	16
Postdoc: M.D. or Equivalent	0	1	0	1	2
Postdoc: Ph.D. or Equivalent	3	1	3	3	10
Postdoc: D.D.S., D.V.M., Other	1	1	0	0	2
Postdoc: Dual Degree	0	1	1	0	2
Postdoc: Underrepresented Groups	0	0	0	0	0
Short-Term Awarded	8	8	6	7	29
Short-Term Appointed					
Short-Term: Underrepresented Groups					

Short-Term Positions Awarded

Exclude the data in the Short-Term rows if your program does not have short-term trainees.

Enter, in **bold**, the number of short-term training position awarded (i.e., slots).

Table 7 (contd. 13)

Training Positions	Budget Year 01	Budget Year 02	Budget Year 03	Budget Year 04	Sum of Budget Years
Predoc: Awarded	8	8	8	8	32
Predoc: Appointed	8	8	8	8	32
Predoc: Dual-Degree	0	0	1	1	2
Predoc: Underrepresented Groups	0	5	2	2	9
Postdoc: Awarded	4	4	4	4	16
Postdoc: Appointed	4	4	4	4	16
Postdoc: M.D. or Equivalent	0	1	0	1	2
Postdoc: Ph.D. or Equivalent	3	1	3	3	10
Postdoc: D.D.S., D.V.M., Other	1	1	0	0	2
Postdoc: Dual Degree	0	1	1	0	2
Postdoc: Underrepresented Groups	0	0	0	0	0
Short-Term Awarded	8	8	6	7	29
Short-Term Appointed	7	6	6	7	26
Short-Term: Underrepresented Groups					

Short-Term Positions Appointed

Enter, in **bold**, the number of individuals appointed.

Table 7 (contd. 14)

Short-Term: Underrepresented Groups

Enter, in plain text, the number of short-term trainees appointed who are from groups that are underrepresented, such as individuals from underrepresented racial or ethnic groups, individuals with disabilities, or individuals from disadvantaged backgrounds as described in [NIH's Notice of Interest in Diversity](#).

If the training program does not collect information on all the groups identified in [NIH's Notice of Interest in Diversity](#), enter data on the groups for which information is available.

Training Positions	Budget Year 01	Budget Year 02	Budget Year 03	Budget Year 04	Sum of Budget Years
Predoc: Dual-Degree	8	8	8	8	32
Predoc: Underrepresented Groups	0	5	2	2	9
Postdoctoral Awarded	4	4	4	4	16
Postdoctoral Appointed	4	4	4	4	16
Postdoc: M.D. or Equivalent	0	1	0	1	2
Postdoc: Ph.D. or Equivalent	3	1	3	3	10
Postdoc: D.D.S., D.V.M., Other	1	1	0	0	2
Postdoc: Dual Degree	0	1	1	0	2
Postdoc: Underrepresented Groups	0	0	0	0	0
Short-Term Awarded	8	8	6	7	29
Short-Term Appointed	7	6	6	7	26
Short-Term: Underrepresented Groups	2	2	1	2	7

Table 7 (contd. 15)

Where and how should this information be referenced in the body of the application?

- Summarize these data in the Progress Report Section of the Research Training Plan; if any trainee positions were not filled, if any trainees terminated early, or if the distribution of appointed positions differs from the distribution of awarded positions, provide an explanation.
- It may be useful to refer to these data within the Recruitment to Enhance Diversity of the Research Training Program Plan.

Thank You

Resources:

- 1) Contact a Program Officer before submitting.
- 2) Study the funding opportunity for the grant to which you are applying.
- 3) Follow the SF424 (R&R) Application Guidelines, paying particular attention to the PHS 398 Research Training Program Plan Form.
- 4) Read carefully the [individual table instructions](#).

If you have questions about this table, please reach out to the Program Officer listed on the funding opportunity.

The Program Officer should be able to assist you.