

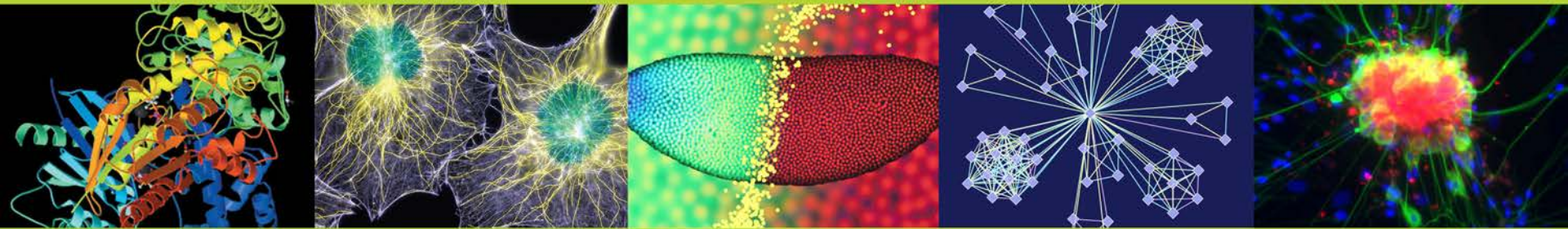


National Institute of
General Medical Sciences

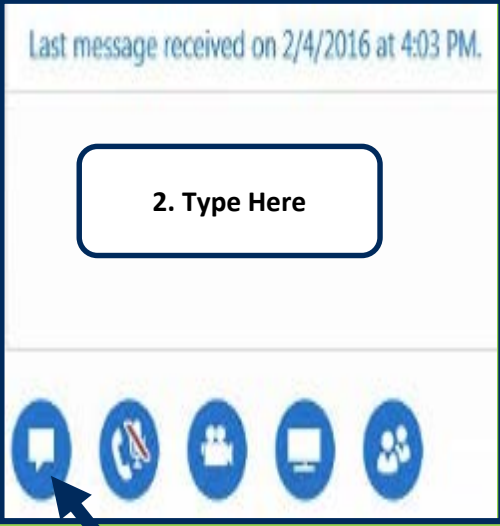


Graduate Research Training Initiative for Student Enhancement (G-RISE) (T32) Applicant Webinar

March 2019



Questions During the Webinar?



The screenshot shows a chat window with a status bar at the top that reads "Last message received on 2/4/2016 at 4:03 PM." Below this is a large text input field containing the placeholder text "2. Type Here". At the bottom of the chat window is a row of five circular icons: a speech bubble, a telephone with a slash, a group of people, a computer monitor, and a group of three people. A blue arrow points from a callout box labeled "1. Click Chat Button" to the first icon (the speech bubble).

2. Type Here

1. Click Chat Button

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

****Disclaimer****

This webinar and accompanying slides are for informational purposes only. They serve as an overview of the T32 G-RISE program and are not meant to be comprehensive in coverage of all required components of an application.

Applicants are responsible for following the instructions detailed in the FOA and any Related Notices included in the FOA's Overview Information section.

Presenters

- Anissa J. Brown, Program
- Luis A. Cubano, Program
- Justin Rosenzweig, Grants Management
- Tracy Koretsky, Scientific Review
- Lee Slice, Scientific Review

Webinar Outline

- I. Program Overview
- II. Application Overview
- III. Budget Overview
- IV. Peer Review Overview

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G-RISE Program Overview

Program that seeks to develop a **diverse pool** of well-trained **Ph.D. biomedical scientists** who have the **skills** to successfully transition into careers in the biomedical research workforce.

RISE Program Website:

<https://www.nigms.nih.gov/training/RISE>

Eligibility Information - *Institutions*

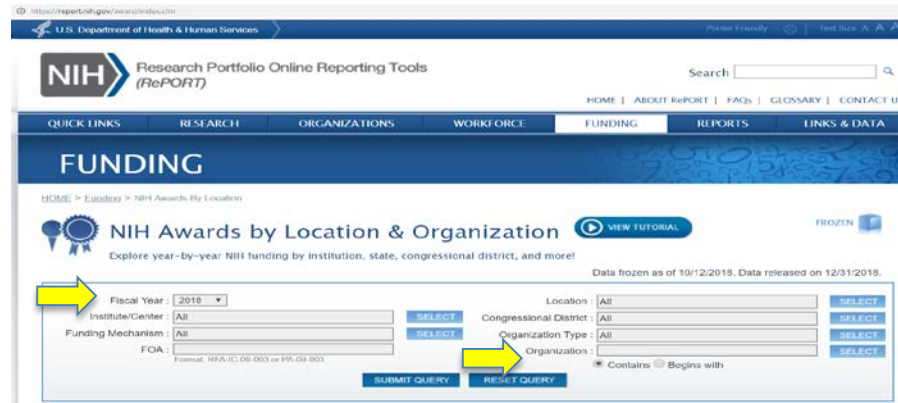
- Only one application per institution is allowed.
- Average of RPG funding **less than** \$7.5 million total costs over the **past 3 fiscal years**.
- Only one diversity enhancing graduate program (either the Initiative to Maximize Student Development, [IMSD](#), or [G-RISE](#)) per institution.
- Awards Ph.D. degrees in biomedical sciences.

NIH RePORTER

1. To determine RPG funding, visit [NIH RePORTER](#). Select the **Funding** feature.



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



3. Select the institution from the sub listing provided. **Submit Query**.

NIH RePORTER

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 May 2019, use FY 18, 17 and 16 RPG funding.

Funding Mechanism ▼	Dollar Amount	Awards
Other Research-Related	\$675,234	3
Research Centers	\$4,631,159	2
RPGs - Non SBIR/STTR	\$419,536	1
Training - Institutional	\$1,636,379	2
Total	\$7,362,308	8

Eligibility Information - *Program Director (PD) / Program Investigator (PI)*

- The PD(s)/PI(s) must have a regular full-time appointment (i.e., not adjunct, part-time, retired, or emeritus) at the applicant institution.
- Multiple PDs/Pis are encouraged.

Typically applications submitted by associate professors and above with a history of research funding, mentoring and leadership experience are viewed more favorably by reviewers.

Eligibility Information - *Trainees*

- Must be a citizen, non-citizen national or permanent resident of U.S.
 - Deferred Action for Childhood Arrivals (DACA) students are not eligible.
- Matriculated as a **full-time Ph.D. student** at the applicant institution majoring in a biomedical science.
- **Appointments are normally made in 12-month increments.**

Application Due Date

Types of Applications

- **New**
 - May 21, 2019; May 21, 2020; May 21, 2021
- **No Resubmissions on May 21, 2019**
- **No Renewals**

Award Information -

Budget and Project Period

- **Award Budget**
 - Application budgets are not limited but need to reflect the actual needs of the proposed project.
 - NIGMS expects to fund programs at or below 20 trainees, as appropriate to the institutional capabilities.
- **Award Project Period**
 - The maximum project period is five years.

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First Step in Preparing an Application

Read the FOA, Notices and SF424 (R&R) Application Guide thoroughly.

- <https://grants.nih.gov/grants/guide/pa-files/par-19-102.html>
- <https://grants.nih.gov/grants/guide/notice-files/NOT-GM-19-017.html>
- <https://grants.nih.gov/grants/guide/notice-files/NOT-GM-19-026.html>
- <https://grants.nih.gov/grants/how-to-apply-application-guide/forms-e/general-forms-e.pdf>.

Title Format

Use the format

“G-RISE at Name of Institution”

For example, G-RISE at the University of NIH

Program Plan Components

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

Rationale, Mission, Objectives, and Overall Training Plan

- The application should describe the current institutional efforts to promote diversity and to create inclusive training environments.
- The baseline data, the trainee pool, and institutional context should inform the objectives and the design of the proposed program activities.
- Objectives should include, but not be limited to, Ph.D. completion rates and appropriate time-to-degree.
- Describe how the courses, structured activities, and research experiences will accomplish the specific training mission and objectives.

Career Development

Describe:

- How trainees will learn the skills, knowledge, and steps needed to attain positions in the sectors of the biomedical research workforce that are of interest to them.
- How the training program will provide experiential learning opportunities that allow trainees to develop the professional skills and networks necessary to transition into careers in the biomedical research workforce.
- Examples: 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.
- 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.

Commitment to the Program

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

Program Director/Principal Investigator

- NIGMS encourages multiple PD(s)/PI(s) (MPI), particularly when each brings a unique perspective and skill set that will enhance training.
- Has the administrative and training experience to provide strong leadership, direction, management, and administration of the proposed research training program.
- Has a demonstrated commitment to training the next generation of the biomedical research workforce.
- The application **must** describe the administrative structure and leadership succession plan for critical positions.

Participating Faculty

Describe how:

- The program has or will build a diverse team of participating faculty.
- The faculty will or continue to receive training in effective, evidence-based mentoring and teaching practices.
- The faculty are evaluated as mentors and teachers.

Trainee Positions, Recruitment, Retention

- Provide a strong justification for the number of requested trainee positions.
- Describe the plans for a holistic candidate review process.
- Define and justify the selection and re-appointment criteria.

Training Outcomes

- Provide trainee outcomes for similar Ph.D. training program(s) at the institution.
- The rate of Ph.D. degree attainment and time-to-degree for recent graduates.
- Aggregate data on the diversity of the trainees.
- Although the training tables for new applications only allow for five 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 determine whether the overall program is effective.
- *Explain how the plan will effectively track trainee and career outcomes.*
- Explain how the PD(s)/PI(s) will share the outcomes of the training or mentoring interventions.

Evaluation costs are allowed typically up to a maximum of \$3,000 for the 5-year project period.

Biographical Sketches

- Provide biographical sketches for :
 - PD/PI
 - Program Coordinator
 - All Key Personnel
 - Program Faculty / Mentors
- Biosketches are limited to five pages -
<http://grants.nih.gov/grants/guide/notice-files/NOT-OD-15-032.html>
- FOA specific requirement:
The personal statement should describe a commitment to scientific rigor, training, mentoring, as well as to promoting inclusive and supportive scientific environments.

Required Training Data Tables

Table	Title of Table
1	Census of Participating Departments and Interdepartmental Programs
2	Participating Faculty Members
3	Federal Institutional Research Training Grant and Related Support Available to Participating Faculty Members
4	Research Support of Participating Faculty Members
5A	Publications of Those in Training: Predoctoral
6A	Applicants, Entrants, and Their Characteristics for the Past Five Years: Predoctoral
8A Part III	Program Outcomes: Predoctoral

<https://grants.nih.gov/grants/forms/data-tables.htm>

The application must include these data tables.

Applications that do not contain these tables, or that submit any additional tables in this attachment, will be considered noncompliant and will not be reviewed.

Required Other Attachments

- Recruitment Plan to Enhance Diversity (3-page maximum)
- Trainee Retention Plan (3-page maximum)
- Outcomes Data Collection and Storage Plan (2-page maximum)
- Dissemination Plan (1-page maximum)

Recruitment Plan to Enhance Diversity

Page limit: 3 pages

- Include outreach strategies and activities designed to recruit potential training program candidates who are from:
 - diverse backgrounds, including underrepresented racial and ethnic groups,
 - first generation college students,
 - students from low socio-economic backgrounds, and
 - individuals with disabilities.

<https://www.nigms.nih.gov/training/diversity/pages/approaches.aspx>

If this attachment is not included, the application will be considered incomplete and will not be reviewed.

Trainee Retention Plan

Page limit: 3 pages

- The trainee retention plan **must** describe efforts to sustain the scientific interests as well as the academic and research progress of trainees.

If this attachment is not included, the application will be considered incomplete and will not be reviewed.

Outcomes Data Collection and Storage Plan

Page limit: 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).

If this attachment is not included, the application will be considered incomplete and will not be reviewed.

Dissemination Plan

Page limit: 1 page

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

If this attachment is not included, the application will be considered incomplete and will not be reviewed.

Letters

- Institutional Support Letter (10-page maximum) **must** be attached as part of Letters of Support.

Read Notice [NOT-GM-19-017](#)

- Institutional Eligibility Letter (1-page maximum) **must** certify eligibility.

If these letters are not included, the application will be considered incomplete and will not be reviewed.

- Other letters of support are allowed without page limits, but cannot include any content required in the 10-page Institutional Support Letter.
- Combine all Letters of Support into a single PDF file.

Institutional Support Letter

- 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 to 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
- Ensures that trainees will continue to be supported when they transition from the training grant to other funding sources
- 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

Plan for Instruction in the Responsible Conduct of Research

Page limit: 3 pages

- All applications must include a plan to fulfill NIH requirements for instruction in the Responsible Conduct of Research (RCR).
- 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 a RCR plan will not be reviewed.
See [NOT-OD-10-019](#) for more details.**

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.

<https://grants.nih.gov/grants/guide/notice-files/NOT-GM-19-026.html>

Required Appendix Materials

- Required Training Activities
- Responsible Conduct of Research Syllabi
- Trainee Selection and Appointment Procedures (3 pages maximum)

Applications missing required appendix materials will not be reviewed

Allowable Appendix Materials

- Elective Activities
- Evaluation and Assessment Instruments (Blank)
- Conflict Resolution Protocols (3-page maximum)
- Allowable Appendix Materials
https://grants.nih.gov/grants/policy/appendix_policy.htm#5070

Applications that exceed the number of allowed appendices or the page limitation of any of the allowed materials will be considered noncompliant and will not be reviewed.

Common Application Pitfalls

- Not reading the FOA and Notices thoroughly.
- Specific aims do not align with institutional assessment and resources.
- Proposed program lacks novelty and innovation.
- Incomplete and/or complete tables that don't align with institutional self assessment and proposed project.
- Failure to state current institutional challenges/needs and how the proposed training program address them.

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Budget Overview

Budget - Participants

- Support is allowed for **Ph.D. students** in the form of **stipend**.
- Ph.D. students may be supported on G-RISE funding usually up to **three years**.
- Students may not concurrently hold another federally sponsored award that duplicates G-RISE support.

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 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

- 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 G-RISE-supported institutions **outside the continental United States**, **\$1,250** for travel per trainee will be provided.

Training Related Expenses

- TRE that may be requested is limited to a maximum of **\$8,400/trainee/year**.
- TRE funds may be used for costs associated with skills development training activities; seminar speakers; and with training or mentoring interventions.
- Limited program evaluation costs (typically up to \$3,000 for the 5-year training grant period).
- Other program-related expenses may be included within the budget for 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 G-RISE participants **must** have an appointment form submitted through the eRA Commons to xTrain before they may receive their compensation.
- 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.

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.

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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.

- G-RISE applications reviewed by one of two standing NIGMS review committees: TWD-C and TWD-D.
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
 - Training in Methods for Enhancing Reproducibility
 - see [NOT-GM-19-026](#)
 - Part of Overall Impact Score but no separate score

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.

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.

Application Preparation Tips Cont.

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

Timeframe

Activity

(From submission date)

1 - 2 months

Referral

2 - 6 months

Review Panel

6 - 7 months

Summary Statement Available

7 - 8 months

Advisory Council

8 - 9 months

Funding Decisions

9 - 10 months

Award Start Date

Critical Deadlines

- Letter of Intent Due Date(s)
 - Not Applicable
- Application Due Date(s)
 - May 21, 2019
- Earliest Start Date
 - May 2020

For additional information

- Funding Opportunity Announcement (FOA) [PAR-19-102](#)
- Notices [NOT-GM-18-029](#)
- [RISE Website](#)
- [Frequently Asked Questions – Application Guide, Electronic Submission of Grant Applications](#)

Agency Contacts

- Anissa J. Brown, Ph.D.
anissa.brown@nih.gov
- Luis Cubano, Ph.D.
luis.cubano@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!

