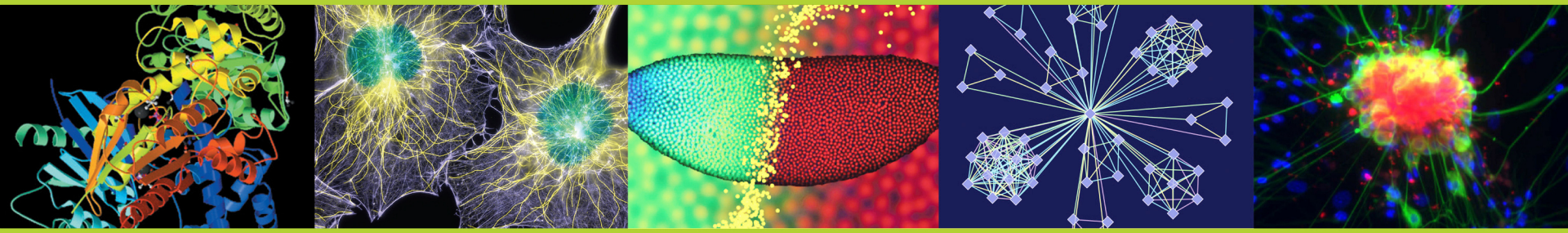
National Institute of General Medical Sciences

Undergraduate (T34) Diversity Enhancing Research Training Programs Application Webinar:

Undergraduate Research Training Initiative for Student Enhancement (U-RISE)

March 2020



Disclaimer

This webinar and accompanying slides are for informational purposes only. They serve as an overview of the T34 U-RISE programs 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.

Webinar Outline

I. Program Overview

II. Application Overview

III. Budget Overview

IV. Peer Review Overview

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I. Program Overview

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Program Overview

The U-RISE program seeks to develop a diverse pool of well-trained undergraduates who complete their baccalaureate degree with skills to successfully transition into and complete a biomedical research focused higher degree program (e.g. PhD or MD/PhD).

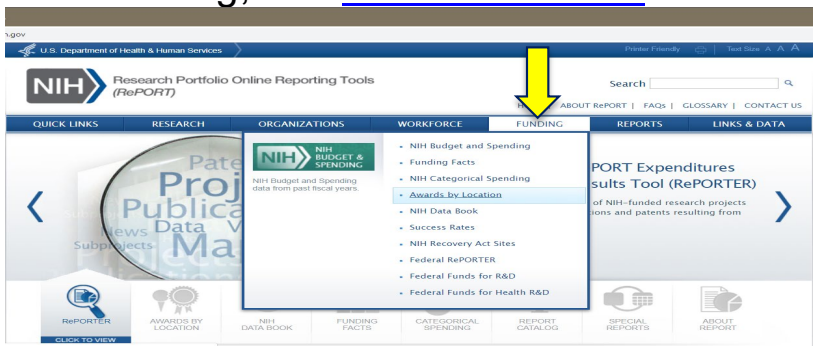
U-RISE Program Website:
https://www.nigms.nih.gov/training/RISE

Eligibility Information - *Institutions*

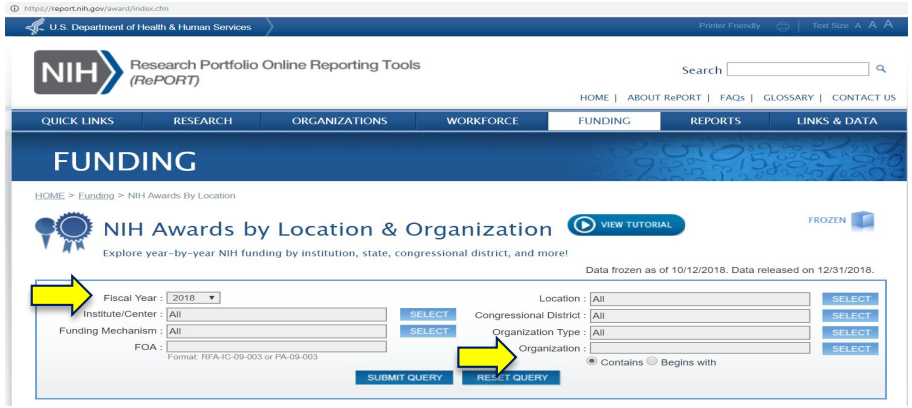
- Institutions with NIH RPG funding averaging **less than** $7.5 million in total costs (direct and F&A/indirect ***per year*** over the last three fiscal years are eligible.
- Awards baccalaureate degrees in biomedical sciences.
- Only one application per institution is allowed.
- Only one diversity enhancing undergraduate program (MARC or U-RISE) regardless of the activity code (R25 or T34) per institution.

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 2020, use FY 19, 18 and 17 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) / Principal 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 PD(s)/PI(s) are encouraged.

Applications submitted by individuals with a history of research funding, mentoring and leadership experience have often been viewed more favorably by reviewers.

Eligibility Information - *Supported 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 student** at the applicant institution majoring in a biomedical science.
- Appointments are normally made in 12-month increments for 2-3 years, and no trainee may be appointed for less than nine months.

Types of Applications

- **New or Resubmission**

  Application Due Dates: May 21, 2020; May 21, 2021

Award Information - *Budget and Project Period*

- **Award Budget**
  - Application budgets are not limited and should reflect the actual needs of the proposed project.
  - NIGMS expects to fund U-RISE programs at:

4-35 trainees

- **Award Project Period**
  The maximum project period is five years.

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First Step in Preparing an Application

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

Title Format

- Use the format:
  - "U-RISE at *Name of Institution*"
    - For example, *U-RISE at the University of Falcon Brown*

Strictly Adhere to Page Limits

Section of Application	Page Limits
Project Summary/Abstract	30 lines of text
Program Plan	25
Advisory Committee (optional)	1
Recruitment Plan to Enhance Diversity	3
Trainee Retention Plan	3
Outcomes Data Collection and Storage Plan	2
Dissemination Plan	1
Plan for Instruction in Methods for Enhancing Reproducibility	3
Plan for Instruction in the Responsible Conduct of Research	3
Each Biographical Sketch	5
Institutional Support Letter	10
Institutional eligibility Letter	1

Training Program Plan

- Program Plan
- Faculty, Trainees, and Training Record
- Other Training Program Sections
- Appendix

Program Plan

Page limit: 25 pages

- Rationale, Mission, Objectives, and Overall Training Plan (Sample format tables A1, A2, and A3)
- Summer Research Experience (SRE)
- 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 (Data Training Table 8D Part II; Sample format tables B1, B2, or B3)
- Program Evaluation and Dissemination

Rationale, Mission, Objectives, and Overall Training Plan

- Rationale for the training program –describe the current institutional efforts to promote diversity, justify the need for the U-RISE program and explain the distinctions/synergies with other training programs
- Training mission, objectives (specific, measurable): Baseline data, the trainee pool, and institutional context should inform the objectives and the design of the proposed program activities
- How the training activities will build skills and attain objectives
- Plans for using evidence-based approaches to training
- Plans for at least one summer research training experience
- Enhancements to the training environment beyond the supported trainees

Suggested Data Tables

Table	Title of Table
A.1	Undergraduates and Faculty in Participating Biomedical Departments and Interdepartmental Programs
A.2	Student Population Characteristics
A.3	Undergraduate Graduation Rates

https://www.nigms.nih.gov/training/RISE/Pages/U-RISE-Sample-Format-Tables-for-Competing-New-Type-1-Applications.aspx

- **A summary of key data from the tables should also be included in the narrative of the application.**
- **Suggested tables must be included in the "Program Plan". Applications that include these Suggested Tables in any other location will be considered noncompliant and will not be reviewed.**

Summer Research Experience

- The plans to ensure that U-RISE trainees complete at least one summer research training experience (SRE) at a research-intensive institution.
- Preferable sites are graduate institutions that offer NIH T32 predoctoral programs. To assist with this interaction, NIGMS maintains a list of NIGMS-funded T32 programs. Other NIH Institutes and Centers also support the T32 predoctoral training program in various research areas.
- NIGMS provides funds for the summer research training experience for up to 50% of the awarded number of U-RISE trainees at the time a competing award is made. SRE funds will not be provided for students continuing the research training at the home institution.
- **SRE policy**: https://www.nigms.nih.gov/training/T34/Pages/sre.aspx

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 trainees will be introduced to mentors and sponsors who will enhance their career opportunities (e.g., contacts at national meetings and institutions with NIH-funded T32 training programs).
- a mechanism to ensure the pool of potential applicants and trainees will be provided with information about the outcomes of former trainees of the program (e.g., on publicly accessible websites) and about the overall biomedical research workforce employment landscape.

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.
- A letter providing assurances of the institutional commitment **must** be included in the Letters of Support section of the application.

Program Director/Principal Investigator

- NIGMS encourages multiple PD(s)/PI(s) (MPI).
- Has the administrative and training experience to provide strong leadership, direction, management, and administration of the proposed research training program.
- Sufficient bandwidth to oversee the program.
- Received training to mentor individuals from diverse backgrounds.
- 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 receive training in effective, evidence-based mentoring and teaching practices.
- the faculty are evaluated as mentors and teachers.

Biographical Sketches

- Provide biographical sketches for :
  - PD(s)/PI(s)
  - 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
- Personal statement should describe a commitment to scientific rigor, research training, mentoring, as well as to promoting inclusive and supportive scientific environments.

Trainee Positions, Recruitment, Retention

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

Training Outcomes

- Provide trainee outcomes for students in similar programs at your institution
- The rate of Ph.D. degree attainment and time-to-degree for recent graduates. *Data should have institutional comparator groups and the graduation rates for all students in the STEM fields represented.*
- 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.

- **Required Data Training Table: 8D Part II**
- **Sample format tables: B1, B2, or B3**

Suggested Table Formats: B.1

Table B.1: Past 5 Year Trainee Record

Program Outcomes Number of:	5 Years (e.g. 2014-2019)
Trainee slots awarded per Notice of Award	
Unfilled slots	
Trainees appointed (unique individuals)	
Trainees who participated in an academic research experience	
Trainees who participated in a summer research experience	
Trainees who withdrew from the program	
Trainees who completed B.S. or B.A.	
Trainees who entered biomedical M.S. programs	
Trainees who completed biomedical M.S. programs	
Trainees who entered biomedical Ph.D. programs	
Trainees who completed biomedical Ph.D. programs	
Trainees who entered M.D. or D.O. programs	
Trainees who completed M.D. or D.O. programs	
Trainees who entered M.D./Ph.D. programs	
Trainees who completed M.D./Ph.D. programs	
Trainees who entered other professional biomedical degree programs	
Trainees who completed other professional biomedical degree programs	
Trainees who are in a post-bac program supported by PREP	
Trainees who completed PREP program	
Trainees in other post-bac programs	
Trainees who completed other post-bac programs	
Trainees who entered biomedical workforce after graduation (B.S./B.A.)	

Applications may describe up to 15 years, please choose the table that is relevant to your data.

- **A summary of key data from the tables should also be included in the narrative of the application.**
- **Suggested tables must be included in the "Program Plan". Applications that include these Suggested Tables in any other location will be considered noncompliant and will not be reviewed.**

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.

Other Attachments

- Advisory Committee (1 page maximum) *optional*
- 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)

If all attachments except Advisory Committee are not included, the application will be considered incomplete and will not be reviewed.

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".*

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.

- 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*- can be included but should include distinct information from the required details of the Institutional support Letter.

Combine all Letters of Support into a single PDF file

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.

Rigor & Reproducibility Resources

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

- **Clearinghouse for Training Modules to Enhance Data Reproducibility:** https://www.nigms.nih.gov/training/pages/clearinghouse-for-training-modules-to-enhance-data-reproducibility.aspx

Required Training Data Tables

Table	Title of Table
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
5C	Publications of Those in Training: Undergraduate
8D Part II	Program Outcomes: Undergraduate, Recent Graduates

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

- **A summary of key data from the tables should also be included in the narrative of the application.**
- **Applications that do not include these data tables, or that include any additional tables in this section, will not be reviewed.**

Required Training Data Tables

Data Tables | grants.nih.g

Secure | https://grants.nih.gov/grants/forms/data-tables.htm

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- Tutorials
- Application Referral and Review +
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- Forms Library
- Information For +

All Training Tables (1-8)	12/19/2017	MS Word (35 KB)	MS Word (122 KB) PDF (584 KB)
All Training Tables (Undergraduate Programs)	12/19/2017	MS Word (22 KB)	MS Word (68 KB) PDF (114 KB)
All Training Tables (International Programs)	12/19/2017	MS Word (27 KB)	MS Word (41 KB) PDF (101 KB)
New Applications			
New Predoctoral Training Submit tables: 1, 2, 3, 4, 5A, 6A, 8A	12/19/2017	MS Word (40 KB)	MS Word (87 KB) PDF (453 KB)
New Postdoctoral Training Submit tables: 1, 2, 3, 4, 5B, 6B, 8C	12/19/2017	MS Word (41 KB)	MS Word (85 KB) PDF (406 KB)
New Undergraduate Training Submit tables: 2, 3, 4, 5C, 8D	12/19/2017	MS Word (49 KB)	MS Word (51 KB) PDF (360 KB)
New Mixed Pre and Postdoctoral Training Submit tables 1, 2, 3, 4, 5A, 5B, 6A, 6B, 8A, 8C	12/19/2017	MS Word (KB 52 KB)	MS Word (115 KB) PDF (576 KB)
New Mixed Short-Term and Predoctoral Submit tables: 1, 2, 3, 4, 5A, 6A, 8A	12/19/2017	MS Word (45 KB)	MS Word (88 KB) PDF (463 KB)

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Required Training Data Tables: 2

Sample Table 2. Participating Faculty Members

Name	Degree(s)	Rank	Primary Department or Program	Research Interest	Training Role	Undergraduates In Training	Undergraduates Graduated	Undergraduates Continued in Research or Related Careers
Abrams-Johnson, Jane	PhD	Asst. Prof.	Pharmacology	Regulation of Synthesis of Biogenic Amines	Preceptor Other Comm.	1	4	2
Jones, Lisa S.	PhD	Res. Asst. Prof.	Biochemistry	Protein Structure, Folding, and Immunogenicity	Preceptor Exec Comm.	3	3	3
Sandoz, Miguel J.	MD, PhD	Assoc. Prof.	Neuroscience	Developmental Genetics in Drosophila	Preceptor	4	6	5
Thomas, James C.	PhD	Prof.	Biochemistry	Molecular and Genetic Analysis of RNA Viruses	PD/PI	7	10	9

Required Training Data Tables: 3

Sample Table 3. Federal Institutional Research Training Grants and Related Support Available to Participating Faculty Members

Grant Title	Award Number	Project Period	PD/PI	Number of Undergraduate Positions	Names of Overlapping Faculty
Bioimmunotherapy Training Grant	T32 CA05964-11	07/2011-06/2016	Thomas, James C.	12	Abelson Brown Fields Johnson Sung Watson
Genetic Basis of Mental Illness	T32 MH02708-07	07/2010-06/2015	Johnson, Albert P.	4	Johnson Watson
Research Education Program for Residents in Psychiatry	R25 MH09876-06	07/2013-06/2018	Mendez, Roberto V.	0	Mendez Rivers Truesdale
Career Development in Pediatric Mental Health	K12 HD01234-09	07/2012-06/2017	Sterman, Patricia S.	0	Rubin
Total				**16**	

Required Training Data Tables: 4

Sample Table 4. Research Support of Participating Faculty Members

Faculty Member	Funding Source	Grant Number	Role on Project	Grant Title	Project Period	Current Year Direct Costs
Jones, Janine L.	NIH	1 R01 GM76259-01	PD/PI	Structure and Function of Acetylcholine Receptors	06/2014--05/2018	$190,000
Jones, Janine L.	NIH	5 K08 AI00091-03	PD/PI	Purification & Identification of Receptors	11/2012-11/2017	$140,000
Ehlers, Roger G.-	Univ		PD/PI	University start-up funds	08/2014-07/2017	$350,000
Mack, Thomas R.	Fdn		PD/PI	Control of Angiogenesis	03/2011-02/2015	$185,000
Mack, Thomas R.	NSF	PCM 80-12935	PD/PI	Cell Culture Center	12/2012-11/2015	$180,000
Mack, Thomas R.	NIH	1 P01 HL71802-05	Project PI	Subproject 4: Oncogenic Kit Receptor Signaling in vivo	10/2011-09/2015	$165,000
Smith, James P.	None					
Zachary, Andrew	NIH	1 U01 AI28507-01	PD/PI	Human Monoclonal Antibodies as a Therapy for Staphylococcal Enterotoxin	07/2013-06/2018	$200,000
Average Grant Support per Participating Faculty Member						**$282,000**

Required Training Data Tables: 5C

Sample Table 5C. Publications of Those in Training: Undergraduate

Faculty Member	Trainee Name	Past or Current Trainee	Training Period	Publication (Authors, Year, Title, Journal, Volume, Inclusive Pages)
Berg, Lawrence P.	Thompson, Patricia P.	Past	1998-2004	Miter, M.H., Owens, R., **Thompson, P.**, and Berg, L., 2004, Insulin Treatment of Diabetic Rats, J Comp Neurol, 373:350-378.
Chu, Jeremy K.	Greenstein, Michael L.	Current	2008-Present	**Greenstein, M.**, and Chu, J., 2010, Sympathetic Noradrenergic Innervation of Drosophila, Genetics185: 1100-1190.
Jones, Janice R.	Brown, Bernice B.	Past	2000-2006	**Brown, B.** and Jones J., 2005, Repeated Sequences in Drosophila, J Mol Biol, 242:503-510. Corman, T., Walker, J.D., and **Brown, B.**, 2006, Ontogeny of Tolerance to Alloantigens, Am J Anat, 146:156-159.
Layback, Sally G.	Wand, Dennis R.	Past	2000-2001	No Publications: Left program
Neustaff, Lorena B.	Smith, Benjamin L.	Current	2011-Present	**Smith, B.** and Neustaff, 2014, Preliminary x-ray crystal structure of beta-adrenergic receptor. Biophysical J., Abstract.
Peters, Mark Q.	Samuels, Janine A.	Current	2010-Present	**Samuels, J.** and Peters M., 2012, Molecular Analysis of RNA Viruses, Molec Biol Cell, 11:12-18.

Required Training Data Tables: 8D Part II

Part II. Recent Graduates (Only for New Applications)

Trainee	Faculty Member	Start Date	Summary of Support During Training	Degree(s) Received and Year(s)	Topic of Research Project	Initial Position Department Institution Activity	Current Position Department Institution Activity	Subsequent Grant(s)/ Role/Year Awarded
Smith, Calvin	Hughes, Noreen	09/2012		BS 2016	Ribosomal protein synthesis	Graduate Student Dept of Molecular Biology University of Maryland Further Training		NSF Fellowship/ PI/2017
Gomez, Catherine	Zhang, Henry	09/2013		BS 2017	Modulation of host cellular responses	Student University of Arizona College of Medicine Further Training		

Suggested Table Formats: A.1

Table A.1. Undergraduates and Faculty in Participating Biomedical Departments and Interdepartmental Programs (Previous Full Academic Year)

Participating Department /Division or Program	Total Full-Time Faculty	Participating Faculty	Total Undergraduates	Training Grant Eligible (TGE) Undergraduates	Total Undergraduates Supported by any Training Award	Undergraduates Supported by this Training Grant (Only Renewals/ Revisions)
Total						

Suggested Table Formats: A.2

Table A.2. Student Population Characteristics (previous full academic year)

Participating Department or Program	Nationally Underrepresented (UR) Racial or Ethnic Populations in the Biomedical Sciences	Individuals with Disabilities	Individuals from Disadvantaged Backgrounds	Institutionally-Defined UR Racial or Ethnic Group(s) in the Biomedical Sciences	Total Unique Undergraduate Individuals from UR Populations
Total					

Suggested Table Formats: A.3

Table A.3. Undergraduate Graduation Rates (Average Last 5 years)

Participating Department or Program	Undergraduates from well represented (WR) populations	Undergraduates from UR populations	WR UG: Time to Degree	UR UG: Time to Degree	WR UG: 4-Yr graduation rate (6-Yr)	UR UG: 4-Yr graduation rate (6-Yr)	WR Alumni Pursued Advanced Degrees	UR Alumni Pursued Advanced Degrees

Appendix

- **Required** Appendix materials:
  - Required Training Activities
  - Responsible Conduct of Research Syllabi
  - Trainee Selection and Appointment Procedures (3 pages maximum)
- **Allowable** Appendix Materials:
  - Elective Activities
  - Evaluation and Assessment Instruments (Blank rubrics and forms)
  - Conflict Resolution Protocols (3-page maximum)

Applications missing or exceeding allowable appendices will be considered non-compliant and will not be reviewed.

Common Pitfalls

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

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Budget Overview

Budget - Participants

- Support is allowed for **students** in the form of **stipend**.
- Students may be supported on U-RISE funding usually up to **three years.**
- Students may not concurrently hold another federally sponsored award that duplicates U-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 supported institutions outside the continental United States, $1,250 for travel per trainee will be provided.

- NIGMS will also provide funds for the summer research training experience for up to 50% of the awarded number of U-RISE trainees at the time the competing award is made.

- Funds for the summer research experience (SRE) will be provided as follows: $3,000 per trainee, to be used in accordance with the institutional policies as a per diem for a period of up to ten weeks; and an additional $500 for travel to and from the host research training. No SRE funds for students staying at the home institution.

Training Related Expenses

- TRE that may be requested is limited to a maximum of: $10,000/trainee/year ($350,000 maximum)
- 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 U-RISE 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.

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

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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.

- U-RISE applications are reviewed by standing NIGMS review committees: TWD-C and TWD-D. www.nigms.nih.gov/Research/application/Pages/reviewcommittees.aspx

- Committees are equivalent: applications assigned to one of two committees 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 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
- Resubmissions (responses to previous reviews/changes)

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 certain components of the 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

Review Process: Usual Timeline

Timeframe (From submission date)	Activity
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, 2020
- Earliest Start Date: April 2021

For additional information

- Funding Opportunity Announcement (FOA) PAR-19-218
- NIGMS RISE Website
- Notices to the U-RISE FOA
- Frequently Asked Questions – Application Guide, Electronic Submission of Grant Applications
- How to apply: https://grants.nih.gov/grants/about_grants.htm
- Training grant instructions: https://grants.nih.gov/grants/how-to-apply-application-guide/forms-e/training-forms-e.pdf

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