

## Suggested Format Table A: Baseline Data on the Trainee Pool – Trainee Characteristics

### Rationale

The application must provide baseline data on the characteristics of the trainee pool. The data must reflect the training grant eligible individuals who further the goals of the proposed research training program. The data serve as a basis for review of planned activities, including recruitment. The number of training grant eligible candidates will be used to determine the appropriate budget and number of funded positions. Applicants are encouraged to report on the categories described in the [Notice of NIH's Interest in Diversity](#) or in the [NIH Trainee Diversity Report](#). NIGMS will use the data provided in a manner consistent with applicable law.

### Instructions

Provide the total numbers and characteristics of training grant eligible (TGE) candidates (individuals) in the training program or relevant departments described in the application for each of the past five academic years who:

- **Part I:** Applied.
- **Part II:** Were admitted.
- **Part III:** Matriculated (enrolled).

Applicants are encouraged to use the **Suggested Table Formats A** below to organize the data (see sample tables below). Applicants may expand categories or add additional characteristics according to the proposed program goals. TGE individuals must be a citizen or a noncitizen national of the United States or have been lawfully admitted for permanent residence at the time of appointment. Demographic data should be based on voluntary self-reporting. Applicants should use appropriate methods for data privacy, confidentiality, and security practices related to student data systems and reporting (for example, appropriate cell sizes for sensitive data). Below are recommend columns. In the final row, provide the average for each column.

1. **Academic Year (Ac Yr).** List the academic year from which the data are derived.
2. **Total Number of TGE Individuals.** Include the total number of training grant eligible individuals relevant to the research training program. In cases of multiple-departmental or multiple-organizational programs, provide aggregate data for all the participating departments or organizations.
3. **Number from Underrepresented Racial and Ethnic (UR) Groups.** Number of individuals from racial and ethnic groups that have been shown by the National Science Foundation to be underrepresented in biomedical research on a national basis: Black or African Americans, Hispanic or Latinos, American Indians or Alaska Natives, Native Hawaiians and other Pacific Islanders (see <https://grants.nih.gov/grants/guide/notice-files/not-od-15-089.html>)
4. **Number with a Disability.** If data are available, the number of individuals with disabilities, defined as those with a physical or mental impairment that substantially limits one or more major life activities as described in the [Americans with Disabilities Act of 1990, as amended](#).
5. **Number from Disadvantaged Backgrounds.** If data are available, the number of individuals from disadvantaged backgrounds (see [Notice of NIH's Interest in Diversity](#)).
6. **Number of women.** Number of individuals who identify as women.
7. **Number of individuals from an institutionally defined group(s).** If relevant, number of individuals from one or more additional groups underrepresented at the grantee institution or with characteristics that are relevant to the goals of the training program. Add columns as needed.

**Sample: Suggested Format Table A, Part I: Numbers and Characteristics of TGE Individuals Who Applied**

Ac Yr	Total TGE Individuals – Applied	UR	Individuals with Disabilities	Individuals from Disadvantaged Backgrounds	Women	Institutionally Defined
2018-19	399	80	20	72	239	n/a
2019-20	384	77	19	69	230	n/a
2020-21	489	98	24	88	293	n/a
2021-22	342	68	17	62	205	n/a
2022-23	438	88	22	79	263	n/a
<b>Avg</b>	<b>410</b>	<b>82</b>	<b>21</b>	<b>74</b>	<b>246</b>	<b>n/a</b>

**Sample: Suggested Format Table A, Part II: Numbers and Characteristics of TGE Individuals Who were Admitted**

Ac Yr	Total TGE Individuals – Admitted	UR	Individuals with Disabilities	Individuals from Disadvantaged Backgrounds	Women	Institutionally Defined Group
2018-19	120	24	6	21	72	n/a
2019-20	114	27	9	24	69	n/a
2020-21	147	30	<5	27	87	n/a
2021-22	102	21	<5	18	60	n/a
2022-23	132	24	9	21	78	n/a
<b>Avg</b>	<b>123</b>	<b>25</b>	<b>5</b>	<b>22</b>	<b>73</b>	<b>n/a</b>

**Sample: Suggested Format Table A, Part III: Numbers and Characteristics of TGE Individuals Who Matriculated**

Ac Yr	Total TGE Individuals – Matriculated	UR	Matriculants with Disabilities	Matriculants from Disadvantaged Backgrounds	Women	Institutionally Defined Group
2018-19	40	8	<5	7	24	n/a
2019-20	38	9	<5	8	23	n/a
2020-21	49	10	<5	9	29	n/a
2021-22	34	7	<5	6	20	n/a
2022-23	44	8	<5	7	26	n/a
<b>Avg</b>	<b>41</b>	<b>8</b>	<b>&lt;5</b>	<b>7</b>	<b>24</b>	<b>n/a</b>

Ac Yr, Academic Year; UR, Underrepresented Racial & Ethnic Groups; n/a, not applicable; Avg, average