

NIH R15 (Academic Research Enhancement Award for Undergraduate-Focused Institutions (R15 Clinical Trial Not Allowed) Proposal Guidelines & Checklist 2019

Standard R15 receipt dates are **February 25**, **June 25**, and **October 25**.

Purpose of R15 funding mechanism: The purpose of the Academic Research Enhancement Award (AREA) program is to stimulate research in educational institutions that provide baccalaureate or advanced degrees for a significant number of the Nation's research scientists, but that have not been major recipients of NIH support. The three objectives of this FOA are: (1) provide support for meritorious research at undergraduate-focused institutions or institutional components; (2) strengthen the research environment at these institutions/components; and (3) give undergraduate students an opportunity to gain significant biomedical research experience through active involvement in the research.

Budget limit: \$300,000 in total direct costs (indirect costs are in addition to this limit)

Project duration limit: up to 3 years

Note: All blue links are hyperlinks to NIH webpages

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| | <p>NIH guidelines for R15 (PAR-21-155)</p> <p><u>General formatting</u></p> <ul style="list-style-type: none"> <input type="checkbox"/> File names: 50 characters or less, including spaces; no "&"; 1 space between words <input type="checkbox"/> Recommended fonts: Arial, Helvetica, Palatino Linotype, Georgia; black; 11 pts + <input type="checkbox"/> Margins: ½" + <input type="checkbox"/> Header/Footer: clear of any information, including page numbers |
| | <input type="checkbox"/> <u>Cover letter</u> : Optional; <i>PI recommendations regarding study section assignment for proposal review are now included in the PHS assignment request form, no longer in the Cover letter</i> |
| | <input type="checkbox"/> <u>Project Summary/Abstract</u> : no more than 30 lines of text, understandable to a scientifically/technically literate lay reader |
| | <input type="checkbox"/> <u>Project Narrative</u> : 2-3 sentence summary in plain language |
| | <p>Budget and Budget Justification (limited to \$300,000):</p> <p>If greater than \$250,000 in Total Direct Costs (<i>excluding indirect costs</i>) per project period*:</p> <ul style="list-style-type: none"> <input type="checkbox"/> R&R/detailed budget form <input type="checkbox"/> Detailed budget justification <p>If \$250,000 or less in Total Direct Costs (<i>excluding indirect costs</i>) per project period*:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Modular budget form <input type="checkbox"/> Modular budget justification (Personnel, Consortium [Subaward], Additional) <p>*Note: All R15 applications should budget all years of their project in one project period</p> |
| | <input type="checkbox"/> <u>Facilities and Other Resources</u> <ul style="list-style-type: none"> <input type="checkbox"/> R15-specific guidelines: additional material to include for R15 application (search facilities and other resources on the link) |
| | <input type="checkbox"/> <u>Equipment</u> (Optional): List major items of equipment already available and identify location & pertinent capabilities |

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| | <p>Biosketch(es) for each senior personnel (Instructions, Samples, Template):</p> <ul style="list-style-type: none"> <input type="checkbox"/> Up to 5 pages in length for each <p>R15-specific guidelines: The PD(s)/PI(s) should include a summary of his or her previous and/or current experience supervising undergraduate students in research in the Personal Statement. The PD(s)/PI(s) should indicate which peer-reviewed publications or other research products involved undergraduate students under his or her supervision.</p> |
| | <p><u>PHS 398 Research Plan Form</u></p> <ul style="list-style-type: none"> <input type="checkbox"/> Introduction (Resubmission or Revision only) <p><u>Research Plan Section</u></p> <ul style="list-style-type: none"> <input type="checkbox"/> Specific Aims: 1-page limit <input type="checkbox"/> Research Strategy Page limit: R15 = 12 pages; 3 separate sections: Significance, Innovation, Approach <p>R15-specific guidelines: Describe how the proposed plan can achieve the specific aims using a research team composed primarily of undergraduate students. Describe how undergraduate students will be exposed to and supervised in conducting hands-on, rigorous research. Describe how undergraduate students will participate in research activities such as planning, execution and/or analysis of research. Formal training plans (e.g., non-research activities, didactic training, seminars) should not be provided, although a brief description of activities related to enhancing students' research capabilities and progress (e.g., the use of individual development plans, etc.) is permitted.</p> <ul style="list-style-type: none"> <input type="checkbox"/> Progress Report Publication List (Renewal applications only) |
| | <p><u>Human Subjects Section</u></p> <ul style="list-style-type: none"> <input type="checkbox"/> Protection of Human Subjects (if Human Subjects is YES) <input type="checkbox"/> Human Subjects and Clinical Trials Information <p><u>Other Research Plan Section</u></p> <ul style="list-style-type: none"> <input type="checkbox"/> Vertebrate Animals (if Vertebrate Animals is YES) <input type="checkbox"/> Select Agent Research (if applicable) <input type="checkbox"/> Multiple PD/PI Leadership Plan (if more than one PD/PI is specified) <input type="checkbox"/> Consortium/Contractual Arrangements (if applicable) <input type="checkbox"/> Letters of Support (if applicable; would include consultants) <input type="checkbox"/> Resource Sharing Plan: Describing dissemination <input type="checkbox"/> Authentication of Key Biological/Chemical Resources – new as of January 25, 2016 (if applicable) |
| | <p><u>PHS Assignment Request Form</u> (Optional; Effective May 25, 2016):</p> <ul style="list-style-type: none"> <input type="checkbox"/> Award Component Assignment Request: up to three NIH Institutes/Centers can be requested using their abbreviations (PI can also choose 3 “do not assign”). First choice should be #1. <input type="checkbox"/> Study Section Assignment Request: up to three study sections or special emphasis panels (use short abbreviations) can be requested (PI can also choose 3 “do not assign”). First choice should be #1. <input type="checkbox"/> List of individuals who should not review and why <input type="checkbox"/> Expertise needed to review your application (Each field can have a maximum of 40 characters) |
| | <p>SPRS will obtain and upload the signed letter which is required verifying the eligibility of CSU to apply for a R15.</p> |