U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES
National Institutes of Health

Grant Writing for Success

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NIDA

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NIMH

with inspiration from Coelho, Sorensen, Frascella & Levitin

"Anatomy" of Grant Process

Program Staff

Collaborators

Researcher

Idea

Institution

Program Announcement or RFA

Revision

Grant Application (R01, R03, R21, K01, K08, etc.)

CSR

Referral and Review

National Advisory Council

Program Staff

Urban Myth of Grantsmanship

It is not a process by which bad ideas get transformed into good ones …

… rather, it is more often the case of a good idea disguised as a bad one.

What Determines Which Grants Are Funded?

- Scientific merit
- Program considerations
- Availability of funds

Components of a Successful Grant Application – *Bottom Line!*

- Strong Idea
- Strong Science
- Strong Application

Principles of Success

- Understand the agency mission
  - *Every IC is different!*
- Secure collaborators (mentors) to complement your expertise and experience
  - Don't compete … *collaborate!*
- Learn and practice the skills of writing applications for grant funds
- Understand the peer review process
- Take control of your life and career!

Understanding the Mission

- Mission of each NIH IC is based and defined in law
  - Authorizations (periodic)
  - Appropriations (annual)
- ICs establish specific research emphases
  - Legislative mission
  - Current state of science
- *Use the Web to find out!*


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Removing barriers for women in biomedical research careers
more information
Health Information
For A-Z in consumer health topics, visit Health.nih.gov.
Clinical Trials
For info about clinical research in volunteers, visit clinicaltrials.gov.
Research Highlights
Review our collection of Research Results for the Public.
Biotechnology
National Center for
In The News
Metabolic Syndrome
Greater incidence of metabolic syndrome among adults consuming soft drinks
ADHD Treatment
Improvement following ADHD treatment sustained in most children
» For the Press
» eColumn: NIH Research Matters
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The Office of the Director (OD)
The Office of the Director is the central office at NIH for its 27 Institutes and Centers. The OD is responsible for setting policy for NIH and for planning, managing, and coordinating the programs and activities of all the NIH components. OD's program offices include the Office of AIDS Research and the Office of Research on Women's Health, among others. more >
National Cancer Institute (NCI) - Est. 1937
NCI leads a national effort to eliminate the suffering and death due to cancer. Through basic and clinical biomedical research and training, NCI conducts and supports research that will lead to a future in which we can prevent cancer before it starts, identify cancers that do develop at the earliest stage, eliminate cancers through innovative treatment interventions, and biologically control those cancers that we cannot eliminate so they become manageable, chronic diseases. more >
National Eye Institute (NEI) - Est. 1968
NEI conducts and supports research that helps prevent and treat eye diseases and other disorders of vision. This research leads to sight-saving treatments, reduces visual impairment and blindness, and improves the quality of life for people of all ages. NEI-supported research has advanced our knowledge of how the eye functions in health and disease. more >
National Heart, Lung, and Blood Institute (NHLBI) - Est. 1948
NHLBI provides leadership for a national program in diseases of the heart, blood vessels, lung, and blood; blood resources; and sleep disorders. Since October 1997, the NHLBI has also had administrative responsibility for the NIH Woman's Health Initiative. The Institute plans, conducts, fosters, and supports an integrated and coordinated program of basic research, clinical investigations and trials, observational studies, and demonstration and education projects. more >
^ top
National Human Genome Research Institute (NHGRI) - Est. 1989
NHGRI supports the NIH component of the Human Genome Project, a worldwide research effort
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NIDA NATIONAL INSTITUTE ON DRUG ABUSE
The Science of Drug Abuse & Addiction
keep your brain healthy

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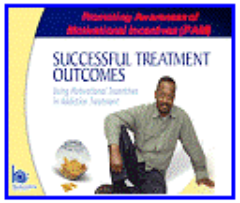
MEDICAL PROFESSIONALS | RESEARCHERS | PARENTS & TEACHERS | STUDENTS & YOUNG ADULTS | EN ESPAÑOL | DRUGS OF ABUSE & RELATED TOPICS

New Lending Team Products:



Promoting Awareness of Motivational Incentives (PAMI)
View 2-minute Video
(Windows Media file, 6.2 MB)

HBO
HBO Addiction Project Documentaries
Information, Press Release and FAQs

Drug Abuse and Risky Behaviors: The Evolving Dynamics of HIV/AIDS. View the Webcast from May 8-

www.nida.nih.gov

News & Events

Students & Young Adults

Education resources & materials on drugs of abuse, marijuana, ecstasy, smoking, steroids, (more)

Parents & Teachers

Drug information & facts, education materials, curriculum guides, classroom tools, (more)

Medical & Health Professionals

Resources for Your Practice, Resources for Your Patients, Centers of Excellence (more)

Researchers

Grants & funding, Research Dissemination, Ethics & Policies, Data Sets, (more)

Clinical Trials information

Looking for information on clinical trials? (more)

En Español

Recursos y materiales educativos sobre las drogas de abuso, marihuana, extasis, nicotina,

NIDA Sites

Drugs, Brains, & Behavior - The Science of Addiction
Booklet and Press Release

Drugs of Abuse

- Alcohol
- Club Drugs
- Cocaine
- Heroin
- Inhalants
- LSD (Acid)
- Marijuana
- MDMA (Ecstasy)
- Methamphetamine
- PCP/Phencyclidine
- Prescription Medications
- Smoking/Nicotine
- Steroids (Anabolic)

Related Topics

- Divisions, Centers, Offices
- Clinical Trials Network

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The Mission
About NIDA
Mission
NIDA's mission is to lead the Nation in bringing the power of science to bear on drug abuse and addiction.
This charge has two critical components. The first is the strategic support and conduct of research across a broad range of disciplines. The second is ensuring the rapid and effective dissemination and use of the results of that research to significantly improve prevention, treatment and policy as it relates to drug abuse and addiction.
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InfoFacts
- fact sheets on drugs
Research Reports
- more detailed reports
NIDA Notes
- newsletter
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The Mission
NIMH National Institute of Mental Health
Reducing the burden of mental illness and behavioral disorders through research on mind, brain, and behavior
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About NIMH
The National Institute of Mental Health (NIMH) is the largest scientific organization in the world dedicated to research focused on the understanding, treatment, and prevention of mental disorders and the promotion of mental health. More about NIMH »
Announcements
Don't miss NCDEU 2008: New Research Approaches for Mental Health Interventions
Institute of Medicine (IOM) of the National Academies Announces New Members
NIH Director's Pioneer Awards and New Innovator Awards: Funded Work Includes Research that May Increase Knowledge about Mental Health and Brain Disease
NIMH Perspective on Diagnosing and Treating Bipolar Disorder in Children
New Director for Division of Adult Translational Research and Treatment Development Joins NIMH
FY 2008 Funding Strategy for Research Grants
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Science News
Teens with Treatment-resistant Depression More Likely to Get Better with Switch to Combination Therapy
Group Therapy Program Offers Meaningful Gains for People with Borderline Personality Disorder
Primary Care Doctors May Overlook Elderly Patients' Mental Health
Co-occurring Anxiety Complicates Treatment Response for Those with Major Depression
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http://nimh.nih.gov/about/index.shtml

NIMH National Institute of Mental Health
Reducing the burden of mental illness and behavioral disorders through research on mind, brain, and behavior

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About NIMH

Funds go to research priorities

Vision

NIMH supports innovative science that will profoundly transform the diagnosis, treatment, and prevention of mental disorders, paving the way for a cure.

Mission

The NIMH mission is to reduce the burden of mental illness and behavioral disorders through research on mind, brain, and behavior. **To fulfill its mission, the Institute is committed to the following priorities:**

- support the integrative science of brain and behavior providing the foundation for understanding mental disorders;
- define the genetic and environmental risk architecture of mental disorders;
- develop more reliable, valid diagnostic tests and biomarkers for mental disorders;
- develop more effective, safer, and equitable treatments that have minimal side-effects to reduce symptoms, and improve daily functioning;
- support clinical trials that will provide treatment options to deliver more effective personalized care across diverse populations and settings; and
- create improved pathways for rapid dissemination of science to mental health care and service efforts.

To reach these goals, the NIMH divisions and programs are designed to emphasize translational research spanning bench, to bedside, to practice. For targeted priorities and funding initiatives, please visit our division websites

Director's Corner
Director's Updates, Institute news, articles, and links of interest from NIMH Director, Dr. Thomas Insel

Strategic Planning Reports
Priorities and strategic plans for achieving the NIMH mission

Connect with NIMH
Employment opportunities, contact information, directions, directories, and Gift Fund contributions

Organization
Activities and focus of NIMH offices, divisions, branches, and programs

Advisory Boards & Groups
The National Advisory Mental Health Council, Board of Science Counselors, and Review Committees

Budget
Annual budget requests to Congress for research funding

Director's Updates

- Institute of Medicine (IOM) of the National Academies Announces New Members
- NIH Director's Pioneer Awards and New Innovator Awards: Funded Work Includes Research that May Increase Knowledge about Mental Health and Brain Disease
- NIMH Perspective on Diagnosing and Treating Bipolar Disorder in Children
- More Director's Updates...

Offices and Divisions

- Office of the NIMH Director
- Division of Neuroscience and Basic Behavioral Science (DNBBS)
- Division of Adult Translational Research and Treatment Development (DATR)
- Division of Developmental Translational Research (DDTR)
- Division of AIDS and Health and Behavior Research (DAHBR)
- Division of Services and Intervention Research (DSIR)
- Division of Extramural Activities
- Division of Intramural Research Programs (DIRP)

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The Nation's Medical Research Agency

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Search Funding Opportunities

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Health Information

For A-Z in consumer health topics, visit Health.nih.gov.

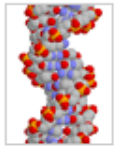
Clinical Trials

For info about clinical research in volunteers, visit clinicaltrials.gov.

Research Highlights

Review our collection of Research Results for the Public.

Biotechnology



National Center for Bio Info nat mo info

In The News

Metabolic Syndrome
Greater incidence of metabolic syndrome among adults consuming soft drinks

ADHD Treatment
Improvement following ADHD treatment sustained in most children

» For the Press

» eColumn: NIH Research Matters

NIH RADIO PODCASTS

Medical Research Initiatives

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Description of the NIH Guide for Grants and Contracts

The NIH Guide for Grants and Contracts is the official publication for NIH medical and behavioral research grant policies, guidelines and funding opportunities. It is published on a weekly basis and users may Subscribe/Unsubscribe to the weekly e-mail LISTSERV Table of Contents (TOC). See the January 13, 2005 NIH Guide Notice for information on searching the NIH Guide and on Expiration Dates. It is also used by NIH Contracting offices and other HHS agencies, to announce their funding opportunities. The NIH Guide serves in lieu of the Federal Register, in compliance with the Administrative Procedures Act. Occasionally, unofficial notices of interest to the scientific research community are published. The NIH considers applications for the support of basic or clinical biomedical, behavioral, and bioengineering research. New extramural grant programs and priorities are implemented by publication of one of the following:

Funding Opportunity Announcement (FOA)

A publicly available document by which a Federal agency makes known its intentions to award discretionary grants or cooperative agreements, usually as a result of competition for funds. Funding opportunity announcements may be known as program announcements, requests for applications, notices of funding availability, solicitations, or other names depending on the agency and type of program. Funding opportunity announcements can be found at Grants.gov/FIND and in the NIH Guide for Grants and Contracts. In addition, NIH and other HHS Agencies have developed omnibus Parent Announcements for common grant mechanisms that have transitioned to electronic submission, for use by applicants who wish to submit what were formerly termed "unsolicited" or "investigator-initiated" applications.

Program Announcement (PA)

- Identifies areas of increased priority and/or emphasis on particular funding mechanisms for a specific area of science
- Usually accepted on standard receipt (postmarked) dates on an on-going basis
- Remains active for three years from date of release unless the announcement indicates a specific expiration date or the NIH Institute/Center (I/C) inactivates sooner (see January 13, 2005 NIH Guide Notice for more information on Expiration Dates)
- Special Types
  - **PAR**: A PA with special **receipt, referral and/or review** considerations, as described in the PAR announcement
  - **PAS**: A PA that includes specific **set-aside funds** as described in the PAS announcement

Request for Application (RFA)

- Identifies a more narrowly defined area for which one or more NIH institutes have set aside funds for awarding grants
- Usually has a single receipt (received on or before) date specified in the RFA announcement
- Usually reviewed by a Scientific Review Group convened by the issuing awarding component

Request for Proposal (RFP)

- Solicits contract proposals. An RFP usually has one receipt date

grants1.nih.gov/grants/guide

Notice (NOT)

- Announces policy and procedures, changes to RFA or PA announcements, RFPs and other general information items

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Office of Extramural Research

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The NIH Guide for Grants and Contracts is the official publication for NIH medical and behavioral research Grant Policies, Guidelines and Funding Opportunities.

Each week (usually on Friday afternoon), the NIH transmits an e-mail with **Table of Contents (TOC)** information for that week's issue of the NIH Guide, via the NIH LISTSERV. The TOC includes a link to the Current NIH Guide Weekly Publication as well as links to each NIH Guide RFA, PA and Notice published for that week.

To Subscribe to the NIH Guide LISTSERV, **send an e-mail to listserv@list.nih.gov** with the following text in the message body (**not the "Subject" line**):

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grants1.nih.gov/grants/guide/listserv.htm

address.
The NIH is

If you have any questions or experience any problems with the LISTSERV, please contact Susan Grove in the Office of Extramural Programs, NIH.

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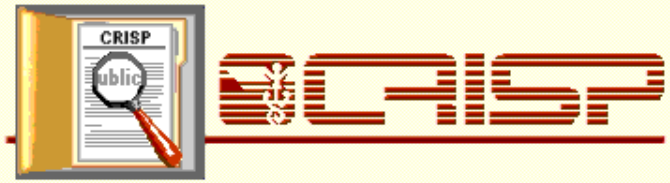
CRISP

- *Computer Retrieval of Information on Scientific Projects*
- Searchable database of federally supported biomedical research
- Locate experienced NIH-funded investigators in your area of interest
  - Potential mentors/collaborators
- Identify IC(s) that fund research you want to do
- Analyze current IC portfolio
  - Research areas with few funded projects
  - Research areas with many funded projects



ERA Commons
Computer Retrieval of Information on Scientific Projects

. . . Searches and displays have been upgraded to handle Multiple PI data . . .

CRISP (Computer Retrieval of Information on Scientific Projects) is a searchable database of federally funded biomedical research projects conducted at universities, hospitals, and other research institutions. The database, maintained by the Office of Extramural Research at the National Institutes of Health, includes projects funded by the National Institutes of Health (NIH), Substance Abuse and Mental Health Services (SAMHSA), Health Resources and Services Administration (HRSA), Food and Drug Administration (FDA), Centers for Disease Control and Prevention (CDCP), Agency for Health Care Research and Quality (AHRQ), and Office of Assistant Secretary of Health (OASH). Users, including the public, can use the CRISP interface to search for scientific concepts, emerging trends and techniques, or identify specific projects and/or investigators. Below you will be able to access additional general information about the CRISP database, as well as obtain answers to questions frequently asked about CRISP. In addition, this home page serves as the gateway to interactive searching of Award Information. From here, you may select from the following list to acquire further information about CRISP:

- General CRISP Description and Information
- Frequently-Asked-Questions (FAQ)
- CRISP Release Notes
- Using CRISP

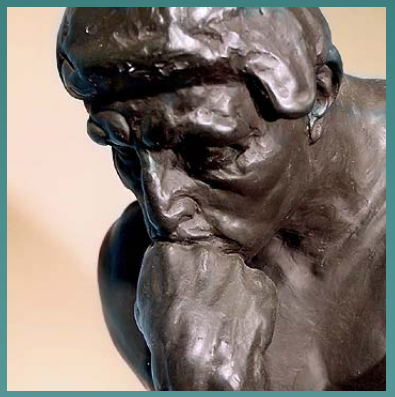
crisp.cit.nih.gov

CRISP wins 1999 Best Feds On The Web Award!

CRISP has been chosen as a Scout Report selection!

Application Development Strategy

Act (Plan)



Think

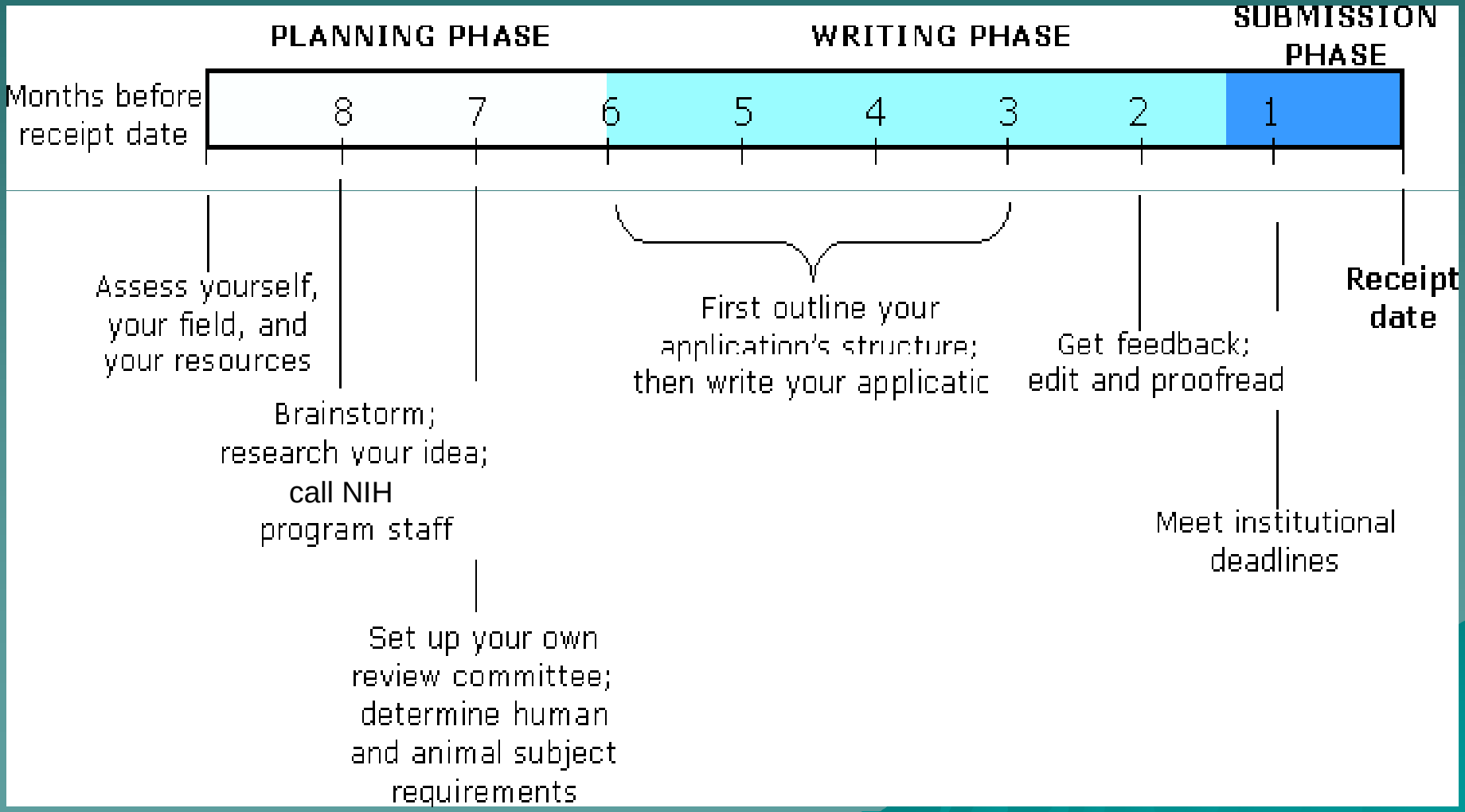
Write

So WHY Plan?

You're more likely to get …

- Good concept and a compelling scientific question
- Appropriate NIH Institute
- Appropriate review committee
- Adequate time to complete
  - *A major stress reducer!*
- **A better grant application**

Pre-Submission Planning Timeline



Remember … *Before you start*

- Talk to Program staff at appropriate IC
- Read instructions for application form
  - *SF 424 R & R* or *PHS 398*
- Know your audience
  - Which review committee is most likely to get your application?
- *Propose research about which you are **passionate** and totally committed to doing*

Are You a “New Investigator”?

- NIH fosters research independence of early career investigators
- *Definition:* Has not previously served as PI on any PHS grant
  - Except for R03, R15, R21 or mentored K awards
- Get special considerations during peer review and IC funding decisions
- Resource web site with further information

grants1.nih.gov/grants/new_investigators

The Formula for Writing a Successful Grant Application

$$42\sqrt{X} + 63.7\beta + 29Z\gamma^2 = \$$


10
10
10

Good Idea

- Does it address an important problem?
- Will scientific knowledge be advanced?
- Does it build upon or expand current knowledge?
- Is it feasible …
  - to implement?
  - to investigate?

Good Grantsmanship

- **Grant writing is a learned skill**
  - Writing grant applications, standard operating protocols and manuals of procedures that get approved are learned skills
  - Writing manuscripts that get published in peer reviewed journals is a learned skill
- **Grantsmanship is a full time job**
  - Learn about the grant application process

Good Grantsmanship

- Knowing ***what*** to do and ***how*** to do it
- Being ***willing*** to do what is necessary
- ***Doing*** what is necessary
- Understanding the institute and **mission**
- Understanding peer **review** process

Good Grantsmanship

- Contact NIH program staff *early*
- Assess IC interest & “goodness of fit”
- Are there related FOAs?
- Searching web sites is good start … *but follow up with personal contact*
- Send a 2 – 3 page concept paper

Good Grantsmanship

What's a Concept Paper?

- **Facilitates productive discussion with Program Official**

- **Study Goals**
  - *You want support from which IC to do what?*
- **Problem/Background**
  - *Why does this topic need study?*
- **Significance**
  - *Why this is important to the field?*
- **Research Question**
  - *What hypotheses will you test?*
- **Design/Analysis**
  - *What study design and statistical approach do you propose?*
- **Team**
  - *Who will be the key participants and collaborators?*

Good Grantsmanship

- Collaborate with other investigators
  - Fill gaps in your expertise and training
  - Add critical skills to your team
- “Team Science” is the new direction

Multiple Principal Investigators

- Single PI model does not always work well for multi-disciplinary, collaborative research
- Recognizes contributions of full team
- In place for most submissions to *Grants.gov*
- Implications for “New Investigator” status
- A complex issue – *Talk to your NIH program contact if you consider multiple PIs !*

grants1.nih.gov/grants/multi_pi

Good Grantsmanship

- Not all collaborations require Multiple PIs
- Single PIs can still do multi-disciplinary team science

Good Grantsmanship

- Show your draft application to a colleague
- Show your draft application to a colleague who does not already know what you intend to do
- Show your draft application to a colleague who is not your best friend

Good Grantsmanship

- Your draft reviewers need to understand
  - What you intend to do
  - Why you believe it is important to do
  - Exactly how you are going to do it
- If they don’t get it, you must revise your application
- **Leave enough time to make revisions**

Good Presentation

3 Simple Steps:

- Read the application instructions carefully
- Read the application instructions carefully
- Don’t forget …

  ... *read the application instructions carefully*

Good Presentation

- Title
  - Captures the essence of goals and objectives
- Abstract
  - Concise presentation of the project
  - Statement of significance
  - Hypotheses and research questions
  - Methods and analyses
- Some reviewers may see only these

Application Title

Clear and descriptive

Application Title

Clear and descriptive

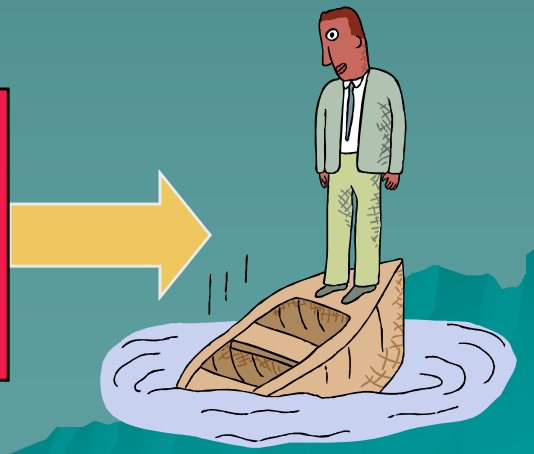
Hooks the reader!


Abstract
Presents the big picture
... Concisely!

Abstract

… is a 2nd "Hook" -- another opportunity to grab the reader

If reviewers are not excited about your application after reading the abstract…



Good Presentation

Organize the Research Plan to answer 4 essential questions:

- What do you intend to do?
- Why is the work important?
- What has already been done?
- How are you going to do the work?

Developing a Strong Research Plan

Specific Aims

- Grab the reader immediately
- State long-term objectives
- Explicit hypotheses and research questions
- Keep the hypotheses limited
- Concise outline of entire project

Developing a Strong Research Plan

Background and Significance

- Why is this research important?
- Expands on the specific aims
- Identifies key themes of literature and links to specific aims
- Critically analyzes existing literature
- Documents solid theoretical basis for your study

Developing a Strong Research Plan

Preliminary Studies/Progress Report

- How previous work -- by you, your team, and others -- leads to this study
- Demonstrate your experience, competence and likelihood of continued success
- Must flow logically from literature review and major themes of the problem area

Developing a Strong Research Plan

Research Design and Methods

- Start with overview of research design and hypotheses (if appropriate)
- Be explicit and thorough in discussing
  - intervention or system to be studied
  - target population
  - inclusion and exclusion criteria
  - independent and dependent variables
  - all measures and instruments

Developing a Strong Research Plan

Research Design and Methods (cont.)

- Does your plan flow logically from the literature review and prior studies?
- How will each hypothesis be evaluated?
- Do your measures capture the variables needed to test hypotheses?
- Why did you choose those measures?
- Methods and analyses must match

Developing a Strong Research Plan

Research Design and Methods (cont.)

- Power analysis is clear and appropriate to the research questions (and effect size)
- How will you deal with attrition and missing data?
- Acknowledge the weaknesses and compromises in your design
- Explain any unusual statistical procedures
  - Be sure that *you* know how to do them

Developing a Strong Research Plan

Some Common Miscues:

Failure to …

- Document why the problem is important
- Distinguish empirical findings from speculation
- Critically analyze key themes in literature
- Consider alternative perspectives
- Read, understand, and cite the crucial studies

Good Presentation

Address the 5 review criteria

- Significance
- Approach
- Innovation
- Investigator
- Environment

Good Presentation

SIGNIFICANCE

- Does this study address an important problem?
- If the aims are achieved, how will scientific knowledge be advanced?
- What will be the effect on concepts or methods that drive this field?

Good Presentation

APPROACH

- Are the conceptual framework, design, methods, and analyses adequately developed, well-integrated, and appropriate to the aims of the project?
- Does the applicant acknowledge potential problem areas and consider alternatives?

Good Presentation

INNOVATION

- Does the project employ novel concepts, approaches or methods?
- Are the aims original and innovative?
- Does the project challenge existing paradigms or develop new methodologies or technologies?

Good Presentation

INVESTIGATOR

- Are the investigators appropriately trained and well suited to carry out this work?
- Is the work proposed appropriate to the experience level of the principal investigator and other researchers?
- Does the investigative team bring complementary and integrated expertise to the project (if applicable)?

Good Presentation

ENVIRONMENT

- Does the scientific environment in which the work will be done contribute to the probability of success?
- Do the proposed experiments take advantage of unique features of the scientific environment or employ useful collaborative arrangements?
- Is there evidence of institutional support?

Good Presentation

- Provide well-focused research plan
- Keep specific aims simple … *and specific*
- Link hypotheses to specific aims
- Explain method to test every hypothesis
- Don’t wander from the main theme
- A conceptual model can clarify ideas

Good Presentation

- Be realistic … not overly ambitious
- Discuss potential problem areas
- Discuss possible solutions
  - Explain rationale for your decisions
- Be explicit
- Reviewers cannot read your mind …

Don’t assume they know what you intend

Good Presentation

Prepare a reviewer-friendly application

- Be well organized and clear
- Use logical transitions between sections
- Add section headings -- major and minor
- Make tables and figures easy to view
- Eliminate all mispeelings and type-O’s

Good Presentation

Prepare a reviewer-friendly application

- Be well organized and clear
- Use logical transitions between sections
- Add section headings -- major and minor
- Make tables and figures easy to view
- Eliminate all misspellings and typo’s

Actual Reviewer Comments *You* Really Don't Want to See

"This application is characterized by ideas that are both original and scientifically important…

…unfortunately the ideas that are scientifically important are not original and the ideas that are original are not scientifically important."

Actual Reviewer Comments *You* Really Don't Want to See

"In addition to proposing a research design that is a fishing expedition …

… the application also proposes to use every type of bait and piece of tackle ever known to mankind."

More Reviewer Comments *You* Want to Avoid

There is not a clear hypothesis …

The specific aims do not test the hypothesis…

The specific aims depend on results from previous aims…

The proposal is overly ambitious…

It's not clear the investigator can do the proposed experiments…

Preliminary data is lacking…

More Reviewer Comments *You* Want to Avoid

The studies are more descriptive than mechanistic…

The Background section is missing key publications and experimental findings…

Alternative approaches or interpretation of data are inadequately described…

Experimental details are lacking or have not been adequately described…

This is not the appropriate grant mechanism…

Good Review

Increase your chances of a good review

- Make sure your application presents well
- Make sure your application goes to the right review group*
- Try to keep your reviewers happy

* Consult with Program Officer

Good Review

Get to the right review group

- Title, abstract, specific aims all point to the main goals of your project
- Attach a cover letter
  - suggest IC and review group assignment*
  - outline areas of key expertise needed for appropriate review
  - do not name specific reviewers

* Consult with Program Officer

Good Review

Keep your reviewers happy

- Reviewers work late at night
- Help them stay alert and interested
- Make your application easy to read and easy to understand
- Convince them to advocate for your idea
  - *Get them on your side!*

Good Luck

Results from:

- Good Ideas
- Good Grantsmanship
- Good Presentation
- Good Review

What will make your grant application experience most unpleasant?

Failure to take care of things that are under **your control**

This will lead to needless frustration and lack of success


Be PROACTIVE
PLAN Ahead
Be PERSISTENT
Be PERSUASIVE
Don't Forget to talk with
your PROGRAM OFFICER

"Anatomy" of Grant Process

Program Staff

Collaborators

Researcher

Idea

Institution

Program Announcement or RFA

Revision

Grant Application (R01, R03, R21, K01, K08, etc.)

CSR

Referral and Review

National Advisory Council

Program Staff

Ten Simple Rules to remember when planning, writing and submitting your application

Rule #1

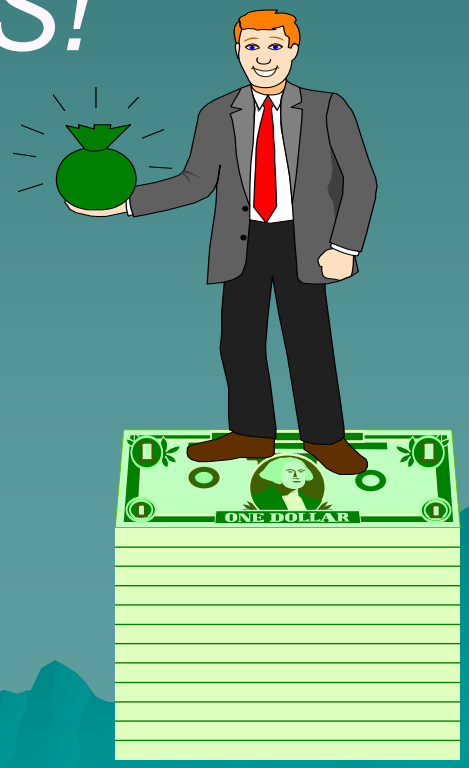
DO NOT write the application for Yourself
Unless you are going to fund it yourself

You MUST convince the entire review committee
and the funding agency

Rule #2

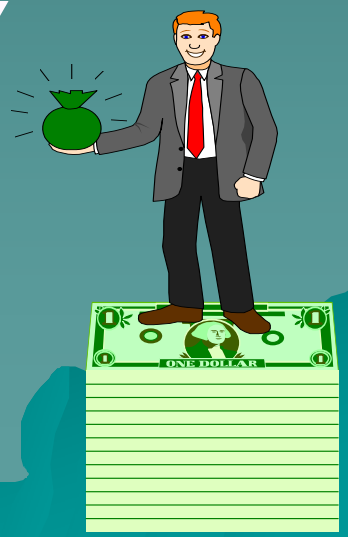
STUDY SECTIONS DO NOT FUND APPLICATIONS!

INSTITUTES FUND APPLICATIONS!



Rule #3

You must Excite the reviewers and the funding agency



Rule #4

Reviewers are never wrong,
Reviewers are never right;

they simply provide an assessment of material that you provided in your application

Rule #5

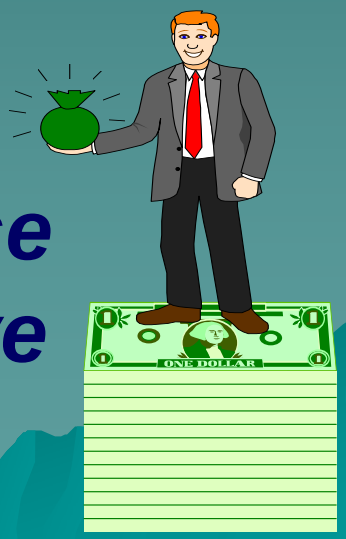
Comments in the summary statement are never about you as a person.

The comments are about the material that you provided in your application and the way in which you provided the information

Rule #6

The comments in the summary statement only list some of the weaknesses …. not all of the weaknesses.

When you revise your application use the time as an opportunity to improve the entire application.

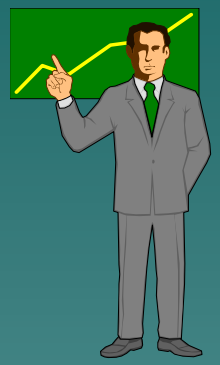


Rule #7

Always contact NIH staff before you submit an application and preferably when you are in the planning stages.

Make sure that you give yourself and the NIH staffer enough time to work with together.

Rule #8



Focus Your Application

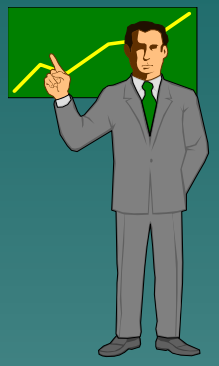
State a Clear Hypothesis,
Make sure the Specific Aims
Test Your Hypothesis

Rule #9

Propose Mechanistic, Scientifically-Relevant Experiments

that will clearly and significantly address an important research question

Rule #10

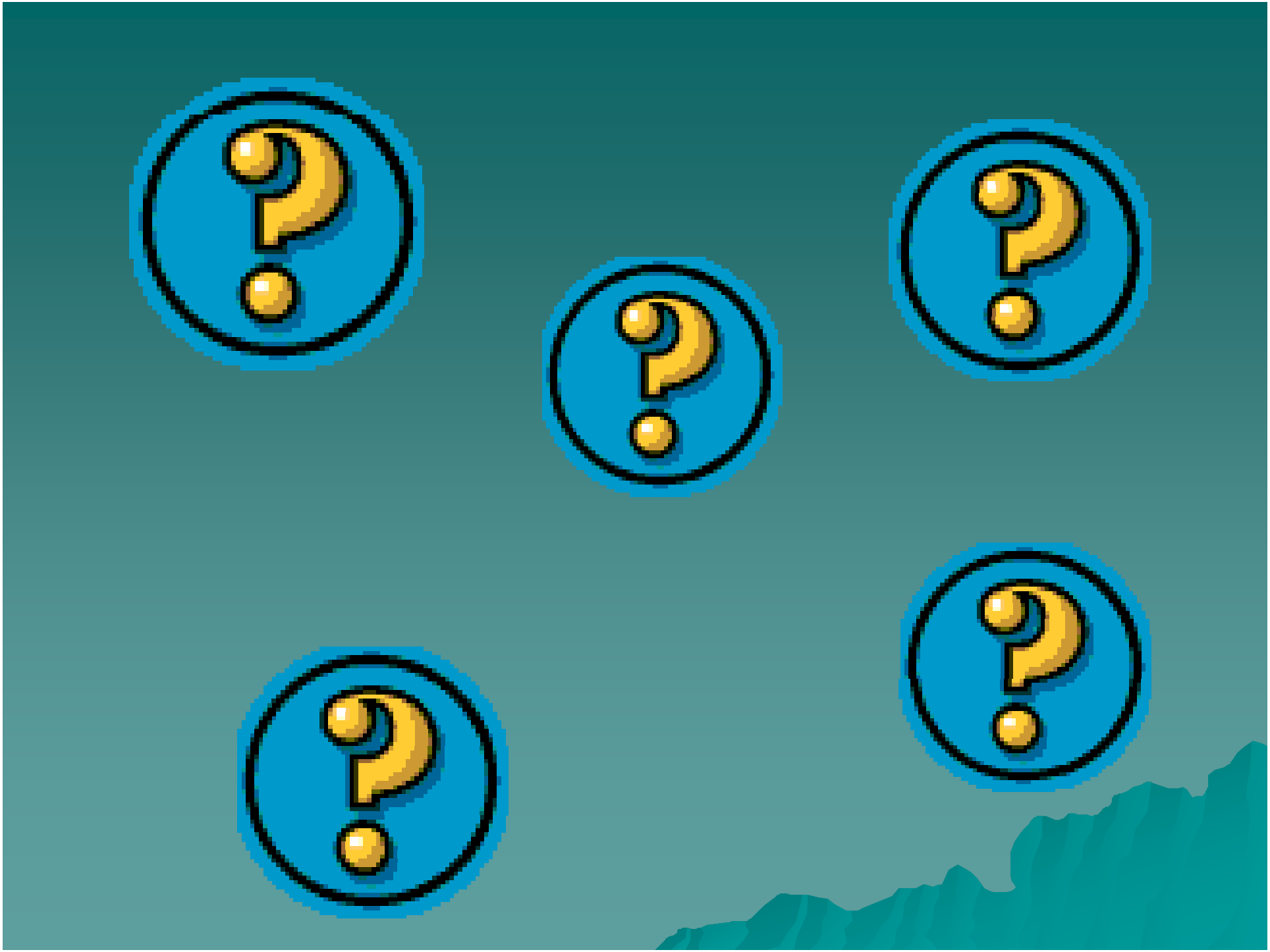


Secure a Mentor(s)

Who can provide advice and guidance

Secure a Collaborator(s)

Who can provide needed experimental expertise



More Web Resources

Funding Opportunities

Sites with important information:

http://grants.nih.gov/grants/index.cfm

http://grants.nih.gov/grants/welcome.htm#introduction

http://deainfo.nci.nih.gov/funding.htm

http://deainfo.nci.nih.gov/extra/extdocs/grantrevprocess.htm

http://www.niaid.nih.gov/ncn/grants/default.htm

http://www.niaid.nih.gov/ncn/grants/charts/default.htm

http://www.niaid.nih.gov/ncn/glossary/default.htm

Grants Process & Data
Grant Application Basics
Grants Process Overview
Types of Grant Programs
How to Apply
Peer Review Process
Award Management
NIH Financial Operations
Award Information & Data

Electronic Grants
Electronic Research Admin (eRA Commons)
Applying Electronically

Global OER Resources
Glossary & Acronyms
Frequently Used Links
Frequent Questions

Grant Writing Tips Sheets

Many NIH Institutes put out guides and tip sheets on their Web sites. These guides can be useful resources. Here are just a few.

- All About Grants - Including Grant Application Basics, How to Plan a Grant Application and How to Write a Grant Application.
- Applying for an NHGRI Grant
- Choosing an Appropriate NIH Funding Instrument and Funding Mechanism (MS Word - 209 KB)
- NIH Grants Information CD (PDF - 51 KB)
- Peer Review Guidelines and Information
- Peer Review Meetings - Meeting dates, descriptions, rosters, guidelines, etc.
- Preparing Grant Applications
- Quick Guide for Grant Applications
- Quick Guide for the Preparation of Grant Applications (Complementary and Alternative Medicine)
- SBIR/STTR Policy and Grantsmanship Information
- Tips for New NIH Grant Applicants
- Writing a Grant

Note: For help accessing PDF, RTF, MS Word, Excel, PowerPoint or RealPlayer files, see Help Downloading Files.

grants1.nih.gov/grants/grant_tips.htm

Funding Opportunities
Funding Opportunities (RFAs, PAs) & Notices
Unsolicited Applications (Parent Announcements)
Research Training & Career Development
Small Business (SBIR/STTR)
Contract Opportunities

NIH Wide Initiatives
New Investigators Program
Multiple Principal Investigators
Genome-Wide Association Studies (GWAS)
NIH Roadmap for Medical Research
NIH Blueprint for Neuroscience Research

Global OER Resources
Glossary & Acronyms
Frequently Used Links
Frequent Questions

Glossary & Acronym List

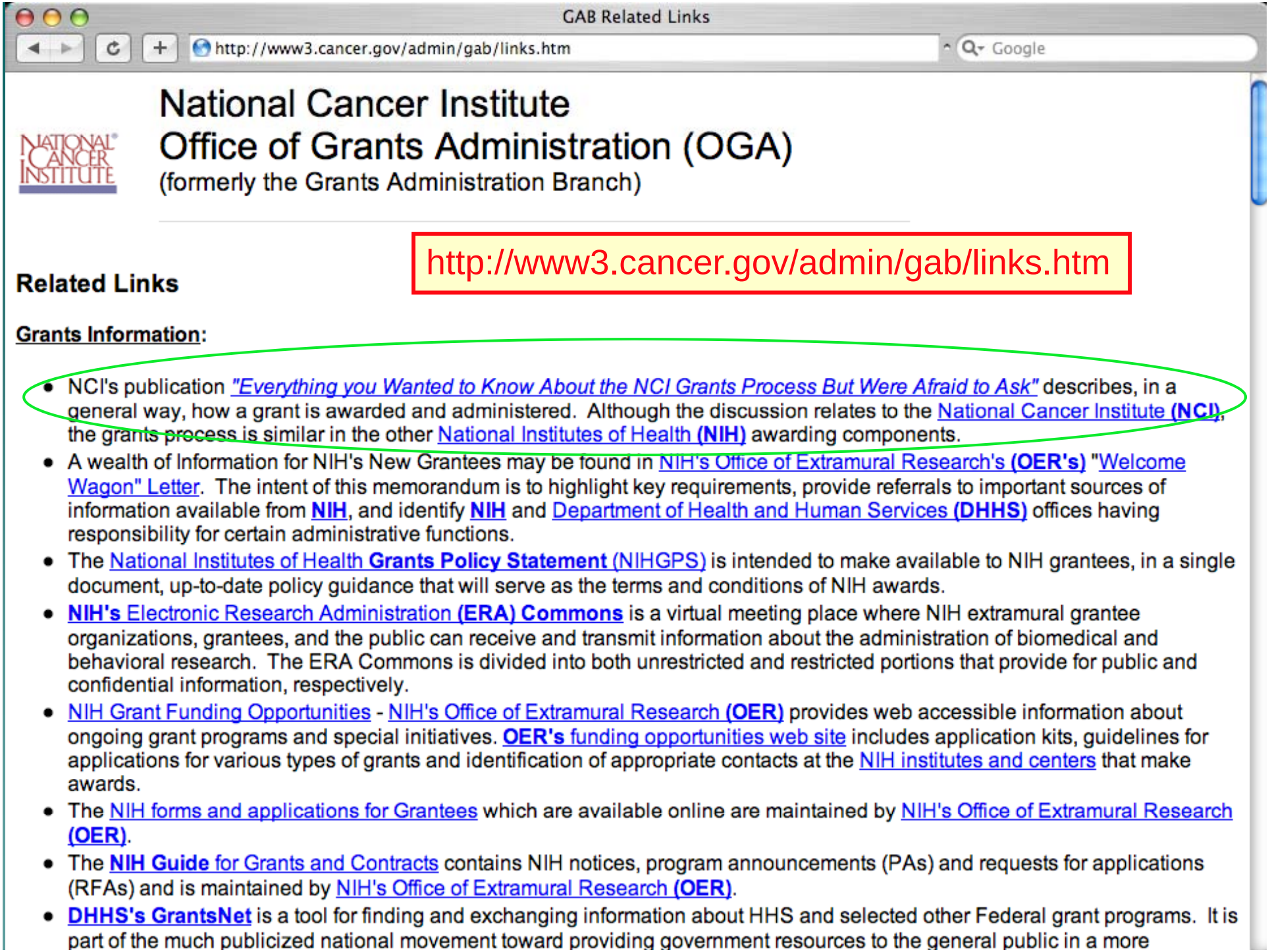
For a complete list of acronyms only, go to Acronym List.

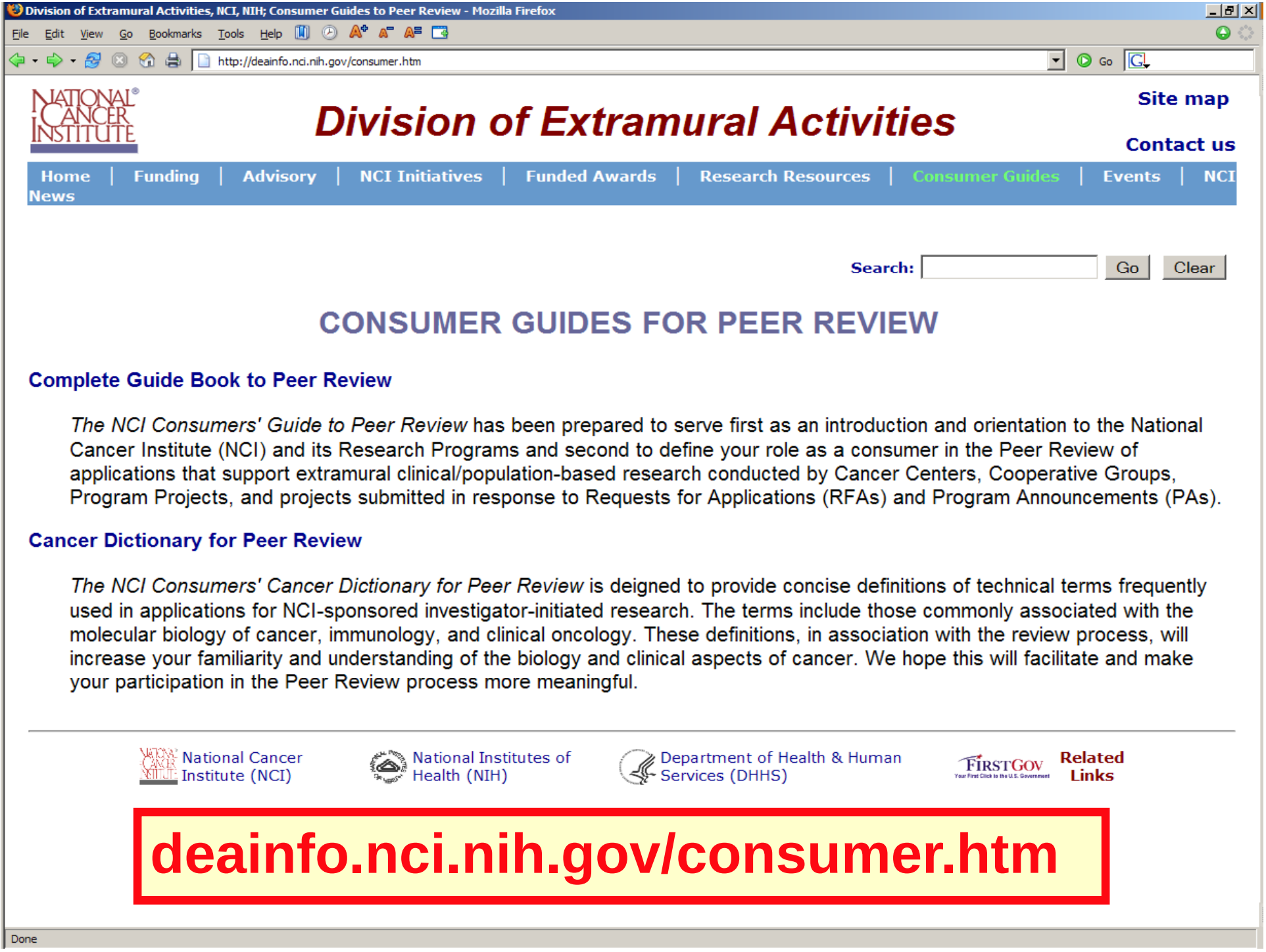
To Search this Page, use the Find Command (Ctrl-F).

grants.nih.gov/grants/glossary.htm

- A -

Term	Definition
Academic Research Enhancement Award (AREA)	Grant award that stimulates research at health professional academic institutions with less than $3 million of NIH support in total costs in four or more of the last seven years. Go to AREA
Accession Number	Related to electronic submission of applications, the Accession number is the Agency tracking number provided for the application after Agency validations.
Account	The term "account," as used by the NIH eRA Commons, is a personal account that an individual would use to log into the NIH eRA Commons. An account is identified by a unique combination of username and password.
Account Administrator (AA)	An Account Administrator (AA) is designated by an SO at a grantee organization to facilitate the administration of NIH eRA Commons accounts. The AA can create, modify and/or remove the necessary accounts for these types: AO, AA, FSR, PI or ASST. Although the AA can create additional accounts, the AA cannot modify institutional profile (IPF) information. The AA typically will be in the central research administration office.
Acquisition	Obtaining supplies or services by the federal government with appropriated funds through purchase or lease. See Contract – R&D.
Active Grant	A grant that meets the following criteria is defined as an "active grant":


GAB Related Links
http://www3.cancer.gov/admin/gab/links.htm
Google
National Cancer Institute
Office of Grants Administration (OGA)
(formerly the Grants Administration Branch)
http://www3.cancer.gov/admin/gab/links.htm
Related Links
Grants Information:
NCI's publication "Everything you Wanted to Know About the NCI Grants Process But Were Afraid to Ask" describes, in a general way, how a grant is awarded and administered. Although the discussion relates to the National Cancer Institute (NCI), the grants process is similar in the other National Institutes of Health (NIH) awarding components.
A wealth of Information for NIH's New Grantees may be found in NIH's Office of Extramural Research's (OER's) "Welcome Wagon" Letter. The intent of this memorandum is to highlight key requirements, provide referrals to important sources of information available from NIH, and identify NIH and Department of Health and Human Services (DHHS) offices having responsibility for certain administrative functions.
The National Institutes of Health Grants Policy Statement (NIHGPS) is intended to make available to NIH grantees, in a single document, up-to-date policy guidance that will serve as the terms and conditions of NIH awards.
NIH's Electronic Research Administration (ERA) Commons is a virtual meeting place where NIH extramural grantee organizations, grantees, and the public can receive and transmit information about the administration of biomedical and behavioral research. The ERA Commons is divided into both unrestricted and restricted portions that provide for public and confidential information, respectively.
NIH Grant Funding Opportunities - NIH's Office of Extramural Research (OER) provides web accessible information about ongoing grant programs and special initiatives. OER's funding opportunities web site includes application kits, guidelines for applications for various types of grants and identification of appropriate contacts at the NIH institutes and centers that make awards.
The NIH forms and applications for Grantees which are available online are maintained by NIH's Office of Extramural Research (OER).
The NIH Guide for Grants and Contracts contains NIH notices, program announcements (PAs) and requests for applications (RFAs) and is maintained by NIH's Office of Extramural Research (OER).
DHHS's GrantsNet is a tool for finding and exchanging information about HHS and selected other Federal grant programs. It is part of the much publicized national movement toward providing government resources to the general public in a more


Division of Extramural Activities, NCI, NIH; Consumer Guides to Peer Review - Mozilla Firefox
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http://deainfo.nci.nih.gov/consumer.htm
Go
NATIONAL CANCER INSTITUTE
Division of Extramural Activities
Site map
Contact us
Home | Funding | Advisory | NCI Initiatives | Funded Awards | Research Resources | Consumer Guides | Events | NCI News
Search:
Go
Clear
CONSUMER GUIDES FOR PEER REVIEW
Complete Guide Book to Peer Review
The NCI Consumers' Guide to Peer Review has been prepared to serve first as an introduction and orientation to the National Cancer Institute (NCI) and its Research Programs and second to define your role as a consumer in the Peer Review of applications that support extramural clinical/population-based research conducted by Cancer Centers, Cooperative Groups, Program Projects, and projects submitted in response to Requests for Applications (RFAs) and Program Announcements (PAs).
Cancer Dictionary for Peer Review
The NCI Consumers' Cancer Dictionary for Peer Review is deigned to provide concise definitions of technical terms frequently used in applications for NCI-sponsored investigator-initiated research. The terms include those commonly associated with the molecular biology of cancer, immunology, and clinical oncology. These definitions, in association with the review process, will increase your familiarity and understanding of the biology and clinical aspects of cancer. We hope this will facilitate and make your participation in the Peer Review process more meaningful.
National Cancer Institute (NCI)
National Institutes of Health (NIH)
Department of Health & Human Services (DHHS)
FIRSTGOV Your First Click to the U.S. Government
Related Links
deainfo.nci.nih.gov/consumer.htm
Done

NCIDEA: Quick Guide for Grant Applications

http://deainfo.nci.nih.gov/extra/extdocs/gntapp.htm

Google

NATIONAL CANCER INSTITUTE

Extramural Funding Opportunities

Site map

Contact us

Home | Funding | Advisory | NCI Research Priorities | Funded Awards | Research Resources | Events | NCI News

deainfo.nci.nih.gov/extra/extdocs/gntapp.htm

Search Clear

Quick Guide for Grant Applications

Quick Links

RELATED LINKS: Page 1

NCI RESOURCES

Grant Funding Resources

Grant Review Process

Resources by Category

NIH RESOURCES

Guide for Grants & Contracts

Office of Extramural Research

OTHER LINKS

CancerTrials Update!

Surveillance, Epidemiology and End Results (SEER)

OTHER CONTACTS

Program Director's Roster

TABLE OF CONTENTS

Grants and Contracts -- NIAID Research Funding - Mozilla Firefox

File Edit View Go

www.niaid.nih.gov/ncn/grants/

Funding Main ... mall Business

Funding > Grants and Contracts >

Grants | "All About Grants" Tutorials | R&D Contracts | International

NIAID Funding

These "All About Grants" tutorials help biomedical investigators, especially new ones, plan, write, and apply for the basic NIH research project grant, the R01. Our advice comes from the experience of NIAID staff, including former NIH grantees, and should be considered as opinion only. Differing opinions may exist.

Get Acrobat Reader

We do not repeat instructions in the PHS 398 grant application kit. Before preparing an application for an NIH grant, read all instructions, and follow the directions.

Tutorial Web pages	MS Word	Adobe PDF	Translations
Grant Application Basics	MS Word	Adobe PDF	Español, Français
How to Plan a Grant Application	MS Word	Adobe PDF	Español, Français
How to Write a Grant Application	MS Word	Adobe PDF	Español, Français
How to Manage Your Grant Award	MS Word	Adobe PDF	
How to Write a Human Subjects Application	MS Word	Adobe PDF	
How to Write an Application Involving Research Animals	MS Word	Adobe PDF	
Advice on Research Training and Career Awards	MS Word	Adobe PDF	
Advice for Small Business Grants (SBIR, STTR)		Adobe PDF	

Find more information on the main Grants Funding page, including:

- Annotated R01 Grant Application
- Quick Facts on Research Grant Applications

Stopped


U.S. Department of Health & Human Services
www.hhs.gov
Electronic Research Administration
National Institutes of Health, Office of Extramural Research
http://era.nih.gov/
eRA Home
Services for Applicants
Commons
NIH & Grantor Agencies
News & Events
About eRA
Help
The electronic Research Administration (eRA) provides information technology solutions and support for the full life cycle of grants administration functions for the National Institutes of Health (NIH), Operating Divisions of the Department of Health and Human Services and other federal agencies. eRA is in use by over 100,000 individual researchers and about 9,500 research institutions worldwide.
Services for (Grant) Applicants
Overview of eRA Services
Apply
Application Tracking and Award
Reports and Closeout
Query Tool
Commons
eRA Commons Home Page
COMMONS
http://commons.era.nih.gov
eRA Commons Help
Commons Support Page
(User Guide, Release Notes)
Commons Online Help
Commons FAQs
eRA Commons Help Desk
eRA Commons Quick Queries
Commons Registered Organizations
Pending Progress Report Search
IPF Number Search
Issued Notice of (Grant) Award
NIH & Grantor (Federal) Agencies
Overview of eRA Services
Intake
Review and Decision Making
Award
Post Award Management
Other
Grants Administration and Management
IMPAC II Introduction
IMPAC II
http://impacii.nih.gov
(Authorized Users Only)
Federal Intranet
Inside eRA (Federal Intranet for Authorized Users Only)
About eRA
Learn About eRA
Overview of eRA
eRA Achievements
Get Connected
Help
eRA Commons Help Desk
Search eRA:
GO
Advanced Search
News and Events
Explore eRA's redesigned website
August 1, 2007
NIH will require electronic submission of FSRs.
July 27, 2007
Grants.gov launches Adobe, NIH still waiting to transition
July 10, 2007
Ability of PI to delegate Status access to assistant
May 17, 2007
NIH Regional Seminars
SRA International 2007 Annual Meeting EXIT Disclaimer
NCURA 49th Annual Conference EXIT Disclaimer
ASCB 47th Annual Meeting EXIT Disclaimer
Related Links
Electronic Submission
Office of Extramural Research
National Institutes of Health
Grants.gov
Internet
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Electronic Research Administration
eRA Commons
Sponsored by National Institutes of Health

Version 2.10.1.4

Welcome Guest
Institution: Not Affiliated
Authority:

Home | Links | eRA Partners | Help

What's NEW on the COMMONS

COMMONS ALERT: Alert (7/20/2007): NIH Extends Deadline for R01 New Investigator, PAR-07-345 and PAR-06-294 Applications in Response to July 20, 2007 Submission Deadline These opportunities with submission deadlines of Friday, July 20, 2007 will have two extra business days (until Tuesday, July 24) to submit their applications.This extension applies to the July 20, 2007 submission deadline and these opportunities only. The change is being made to accommodate applicants that were unable to submit their applications due to a Grants.gov system failure that began late Thursday, July 19 and extended into Friday, July 20.

Support Tip: We encourage you to take advantage of our new web support at http://ithelpdesk.nih.gov/eRA/. When requesting support please supply as much of the requested data as possible for faster service.

Electronic Submission Tip: Learn about the most frequent application errors at **Avoiding Common Errors.**

Commons Login

* indicates required field.

Username *

Password *

Login Reset

Forgot Password?

System Notification

Primary Features of Commons include:

- **Status** - Allows Principal Investigators to review the current status of all their grant applications and review detailed information associated with their grants. Institution Officials (i.e., Signing Official (SO) or Administrative Official (AO) associated with the institution) can see a summary view of grant applications, review the Notice of Grant Award, and access the Progress Report face page.
- **eSNAP** - Allows an institution to review non-competing grant data and submit a progress report online.
- **NEW For Directors Pioneer Applications only.** To submit a reference letter when requested by an applicant, please follow this link: Submit Reference Letter
- **Internet Assisted Review (IAR)** - Allows reviewer to submit critiques and preliminary scores for applications they are reviewing. Allows Reviewers, SRAs, and GTAs to view all critiques in preparation for a meeting. IAR creates a preliminary summary statement body containing submitted critiques for the SRA or GTA.
- **Financial Status Reports (FSR)** - Allows electronic submission of financial information associated with a grant.
- **Administration** - Provides the ability for an institution to create and manage user accounts associated with its institution. Additionally, it allows the institution's Signing Official (SO) to maintain the institution information on file at the NIH.
- **Demo Facility** - Demo Facility allows you to try most of the capabilities of the NIH eRA Commons in a

About the Commons

- Scope and Purpose
- Frequently Asked Questions
- Grantee Organization Registration
- eRA Contacts
- Enter eRA NIH Commons Demo

Links

- Commons Support Page
- CRISP
- eRA Home Page
- Electronic Application Submission
- Grants.gov
- iEdison
- Loan Repayment Program
- National Institutes of Health
- Public Access Policy Page

https://commons.era.nih.gov/commons/

Whe not
support
451-5939 (TTY) Business hours M-F 7am-8pm EST. This will help us to help you better, thanks.

[Contact Us/Help Desk | Privacy Notice | Disclaimer | Accessibility]

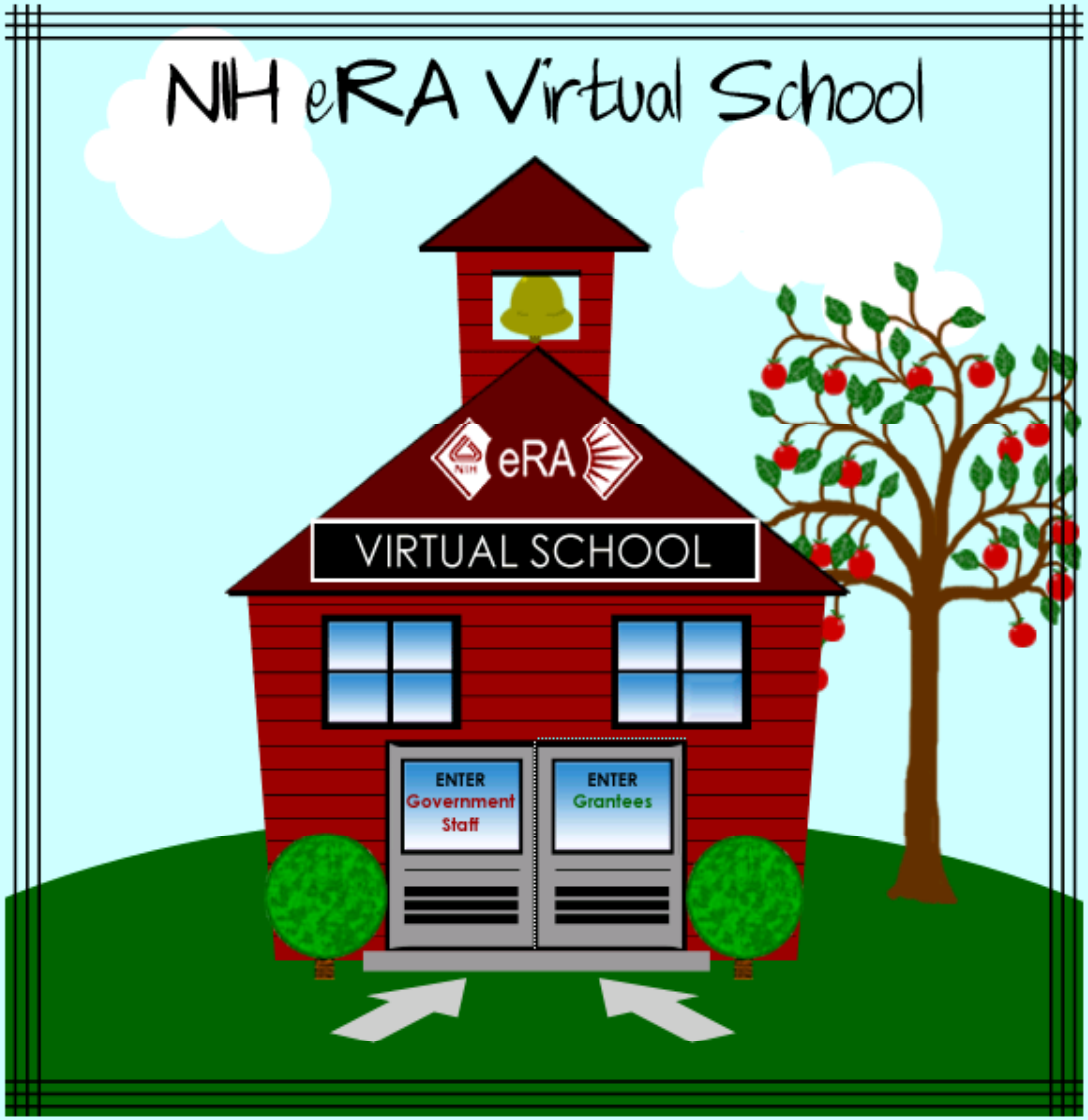
National Institutes of Health (NIH) Department of Health

Internet 100%

Welcome to the NIH eRA Virtual School

File Edit View Go Bookmarks Tools H

http://era.nih.gov/virtualschool/



ENTER Government Staff | ENTER

Done


U.S.Department of Health & Human Services
www.hhs.gov
Office of Extramural Research
National Institutes of Health
grants2.nih.gov/grants/policy/nihgps_2003
Home
About Grants
Funding
Forms & Deadlines
Grants Policy
News & Events
About OER
NIH Home
Grants Policy
Policy & Guidance
Compliance & Oversight
Research Involving Human Subjects
Animal Research (OLAW)
Peer Review Policies & Practices
Intellectual Property Policy
Invention Reporting (iEdison)
Global OER Resources
Glossary & Acronyms
Frequently Used Links
Frequent Questions
Grants Policy and Guidance
On This Page:
Grants Policy Statements
General Policy Notices
Other Guidance Resources
Policy Resources
Other Guidance Resources
Related Links - Sites of Interest
Grants Policy Statements
NIH Grants Policy Statement - 12/01/2003 - Effective for budget periods beginning on or after 12/1/2003.
Prior version: 03/01/2001
Archive of Inactive Versions: 10/01/1998, 04/01/1994
General Policy Notices
2007
July 27 NEW NIH Requiring Mandatory Use of the Electronic Financial Status Report System in the eRA Commons Beginning October 1, 2007
July 6 Request for Information (RFI): NIH System to Support Biomedical and Behavioral Research and Peer Review
May 1 NIH Announces Changes to eRA Commons, Particularly the Electronic Streamlined Non-competing Award Process (eSNAP) Function
April 11 NIH Revised Notice of Award Letter
April 4 Continuation of the Extension of the NIH Pilot Study to Shorten the Review Cycle for New Investigator R01 Applications
March 21 Updated Information for New Grantees - NIH Welcome Wagon Letter
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NIH Grants Policy Statement

(12/03)

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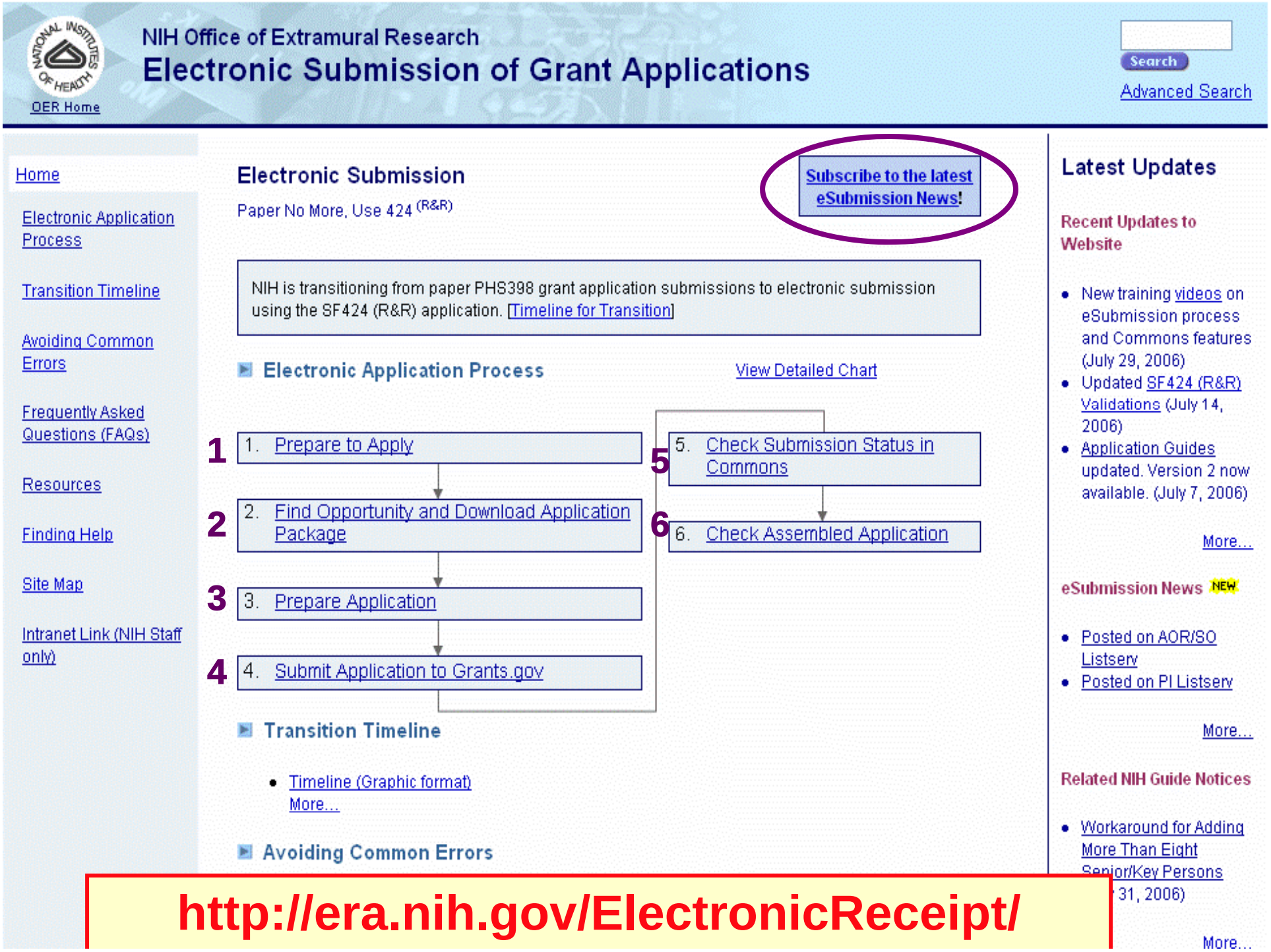
NIH Grants Policy Statement (12/03) - Effective for all NIH grants and cooperative agreements with budget periods beginning on or after *December 1, 2003*. See 03/01 NIHGPS and 10/98 NIHGPS for prior budget periods. See 11/26/2003 NIH Guide for description and notable changes since the 2001 version.

Download PDF File(s) - PDF files containing the NIHGPS are available for viewing, searching and/or printing. You may download the Complete NIHGPS in a Single File (2.1MB) **OR** you may download the NIHGPS in two smaller parts, Part 1 of 2 (1.2MB) and Part 2 of 2 (1.2MB), in the event that you experience viewing or printing problems due to the size of the single file.

Change to the NIHGPS - The statement on the allowability of Invention, Patent, or Licensing Costs under Part II of the NIH Grants Policy Statement has been updated, as announced in the May 27, 2004 NIH Guide notice. The html and pdf versions of the document have been updated accordingly.

grants2.nih.gov/grants/policy/nihgps_2003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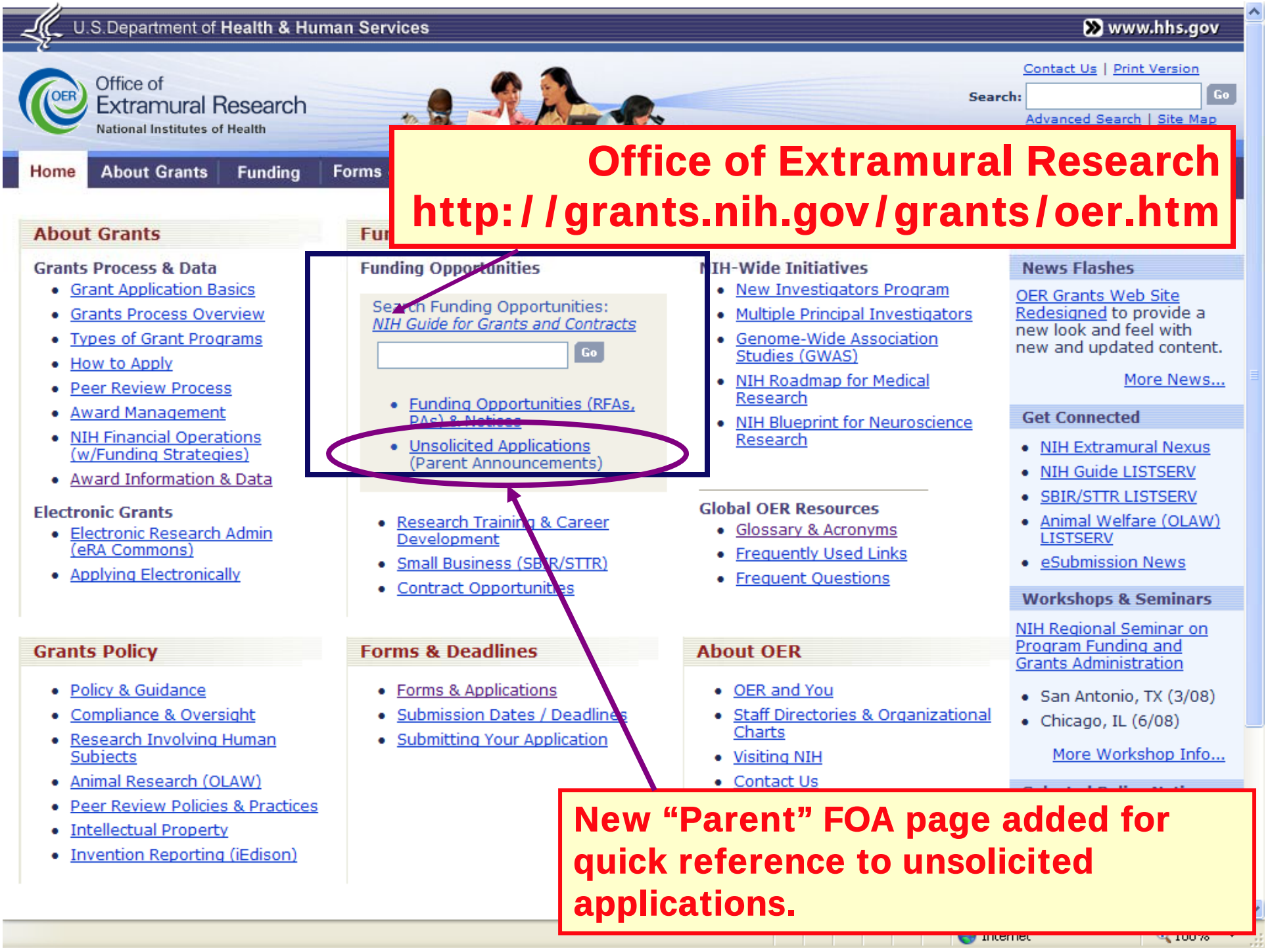
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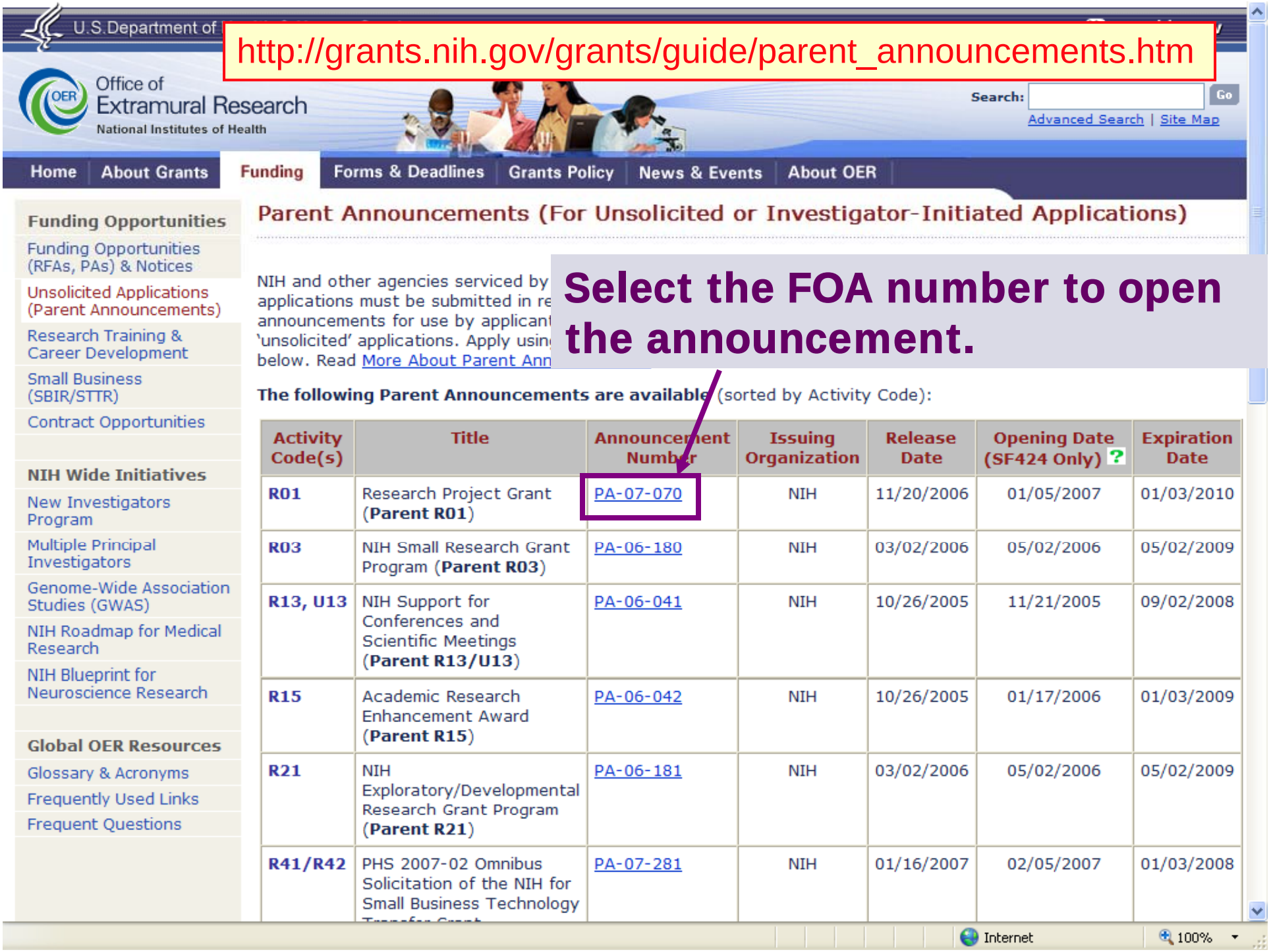
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