

Division of Training
and Workforce
Development

Program Officials

NIH Training Table 1: Census of Participating Departments or Interdepartmental Programs

Undergraduate Training Programs

Disclaimer

- This informational video is not in lieu of the guidance and instructions provided by the National Institutes of Health (NIH).
- Before completing the NIH tables, please read the following documents carefully:
 - 1) The appropriate Notice of Funding Opportunity for the grant to which you are applying;
 - 2) The SF424 (R&R) Application Guidelines, paying particular attention to the PHS 398 Research Training Program Plan Form; and
 - 3) The individual table instructions, that tend to include rationale statements and sample tables, where available.

Purpose of Table 1.

Rational

- Allows reviewers to assess:
 - The environment in which the proposed training program will take place
 - The pool of trainees and faculty and, in the case of interdepartmental programs, the representation and distribution of scientific disciplines to support the proposed program

Table 1.

What should be included?

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

Table 1. Participating Department/Division or Program

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

Participating Department or Program. List the name of the Department, Division, or Interdepartmental Program.

Table 1. Total Full-Time Faculty

Participating Department /Division or Program	Total Full-Time Faculty
Biology	15
Chemistry	10
Physics	8
Psychology & Neuroscience	12
Total	45

Total Faculty. Provide the total number of current full-time faculty members. In the Total row, count each faculty member only once and enter, in bold font, the total number of *unique* faculty members across the participating departments and interdepartmental programs. (Where faculty members are included in the counts for both a department and a program, or have appointments in more than one participating department, the total number of *unique* faculty will be less than the sum across participating departments and programs.)

Table 1. Full-Time Participating Faculty

Participating Department /Division or Program	Total Full-Time Faculty	Full-Time Participating Faculty	Total Full-Time Undergraduates	Training Grant Eligible (TGE) Full-Time Undergraduates	Total Full-Time Undergraduates Supported by any Training Award	Full-Time Undergraduates Supported by this Training Grant (Only Renewals/ Revisions)
Biology	15	10				
Chemistry	10	8				
Physics	8	3				
Psychology & Neuroscience	12	9				
Total	45	30				

Participating Faculty. Provide the total number of full-time faculty members who will participate in the proposed training program. In the Total row, count each faculty member only once and enter, in bold font, the total number of *unique* participating faculty members across the participating departments and interdepartmental programs.

Table 1. Total Full-Time Undergraduates

Participating Department /Division or Program	Total Full-Time Faculty	Full-Time Participating Faculty	Total Full-Time Undergraduates
Biology	15	10	300
Chemistry	10	8	100
Physics	8	3	50
Psychology & Neuroscience	12	9	150
Total	45	30	600

Total Undergraduates. Enter the total number of full-time enrolled undergraduates. In the Total row, sum across departments and interdepartmental programs and enter, in bold font, the total number of undergraduates for this column. For undergraduates with affiliations in more than one participating department or program, please list them according to their primary affiliation (undergraduates should be counted only once and in association with a single department or interdepartmental program).

Table 1. Training Grant Eligible Full-Time Undergraduates

Participating Department /Division or Program	Total Full-Time Faculty	Full-Time Participating Faculty	Total Full-Time Undergraduates	Training Grant Eligible (TGE) Full-Time Undergraduates	Total Full-Time Undergraduates Supported by any Training Award	Full-Time Undergraduates Supported by this Training Grant (Only Renewals/ Revisions)
Biology	15	10	300	200		
Chemistry	10	8	100	75		
Physics	8	3	50	25		
Psychology & Neuroscience	12	9	150	100		
Total	45	30	600	400		

Training Grant Eligible (TGE) Undergraduates. Enter the total number of full-time enrolled training-grant eligible undergraduates for the proposed program (in most cases, this number will reflect students who are citizens or non-citizen nationals of the U.S. or permanent residents). In the Total row, sum across departments and interdepartmental programs and enter, in bold font, the total number of undergraduates for this column.

Table 1. Total Full-Time Undergraduates Supported by any Training Award

Participating Department /Division or Program	Total Full-Time Faculty	Full-Time Participating Faculty	Total Full-Time Undergraduates	Training Grant Eligible (TGE) Full-Time Undergraduates	Total Full-Time Undergraduates Supported by any Training Award	Full-Time Undergraduates Supported by this Training Grant (Only Renewals/ Revisions)
Biology	15	10	300	200	3	
Chemistry	10	8	100	75	3	
Physics	8	3	50	25	2	
Psychology & Neuroscience	12	9	150	100	2	
Total	45	30	600	400	10	

Total Undergraduates Supported by any Training Award. Provide the total number of full-time undergraduates who are currently supported by **any federal** STEM training award (e.g., NIH T34, R25, NSF). In the Total row, sum across departments and interdepartmental programs and enter, in bold font, the total number of undergraduates for this column.

Table 1. Full-Time Undergraduates Supported by this Training Grant

Participating Department /Division or Program	Total Full-Time Faculty	Full-Time Participating Faculty	Total Full-Time Undergraduates	Training Grant Eligible (TGE) Full-Time Undergraduates	Total Full-Time Undergraduates Supported by any Training Award	Full-Time Undergraduates Supported by this Training Grant (Only Renewals/ Revisions)
Biology	15	10	300	200	3	3
Chemistry	10	8	100	75	3	3
Physics	8	3	50	25	2	0
Psychology & Neuroscience	12	9	150	100	2	2
Total	45	30	600	400	10	8

For Renewals/Revisions Only: Undergraduates Supported by this Training Grant. If this is a renewal or revision application, enter the total number of undergraduates currently supported on the training grant. In the Total row, sum across departments and interdepartmental programs and enter, in bold font, the total number of undergraduates for this column. For new applications, do not include this column.

Where to reference Table 1.

- Summarize these data in the Background Section of the Research Training Program Plan. Use the narrative to describe:
 - the organization of the proposed training program
 - the participating departments and interdepartmental programs
 - the extent to which faculty and undergraduates from those departments/interdepartmental programs participate in the programmatic activities to be supported by the training grant

Thank You

Resources:

- 1) Notice of Funding Opportunity for the grant to which you are applying;
- 2) The SF424 (R&R) Application Guidelines, paying particular attention to the PHS 398 Research Training Program Plan Form; and
- 3) The individual table instructions, rationale statements, and sample tables, where available.

If you have questions about this table, please reach out to the Program Officer listed on the Notice of Funding Opportunity.

The Program Officer should be able to assist you.