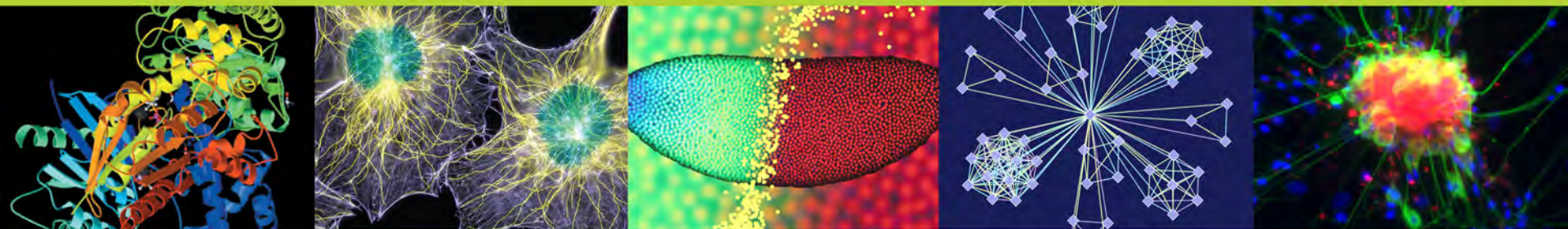


Graduate Research Training Initiative for Student Enhancement (G-RISE) (T32) & Initiative for Maximizing Student Development (IMSD) (T32):

Webinar for Prospective Applicants

December 7, 2020



Before We Start

- **This webinar is being recorded** and will be available online. The slides will also be posted online.
- Type your questions in the Chat box to Everyone.
- There will be a Q&A period at the end of the webinar.

Webinar Outline

- I. Program Perspective** – Sydella Blatch & Patrick H. Brown, Program Directors
 - Goals & Eligibility
 - Overview of a Training Program
 - Application Components
- II. Grants Management Perspective** – Justin Rosenzweig, Grants Management Officer
- III. Review Perspective** – Lee Slice, Scientific Review Officer
- IV. Your Perspective (Q&A)** - Shakira Nelson, Program Director

****Disclaimer****

This webinar and accompanying slides are for informational purposes only. They serve as an overview of the G-RISE and IMSD 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 FOAs and any Related Notices (included in the FOA's Overview Information section), and the SF424 Application Guide.

New G-RISE & IMSD FOAs

- New G-RISE & IMSD FOAs were issued on 11/20/20
 - G-RISE (T32): [PAR-21-026](#)
 - IMSD (T32): [PAR-21-025](#)
- **The due date for G-RISE has changed.** It will now be the same as the IMSD due date.
- The due dates for **both programs** are
 - February 26, 2021
 - January 28, 2022 and January 30, 2023
- All applications for these FOAs will be **new applications**
- The changes align with changes to other NIGMS T32 programs.

Critical Deadlines

- Letter of Intent Due Date(s)
 - Not Applicable
- Application Due Date(s)
 - **February 26, 2021**; January 28, 2022, January 30, 2023 by 5:00pm applicant's local time
 - Submit early to allow adequate time to correct errors found during the electronic submission process
- Scientific Merit Review – June/July 2021
- Earliest Start Date - February 2022

Changes to the G-RISE & IMSD FOAs

To align with the changes recently made to other NIGMS T32s, these new FOAs

- Encourage partnerships with, and input from, potential employers
- Encourage teaching to the highest standards of practice in biomedical research (e.g. safety, record keeping) so trainees have skills to transition to fields such as industry
- Lack Table 6A. Key data will now be included in the text instead.

Throughout this presentation, we will indicate changes in this font and with this star: ★

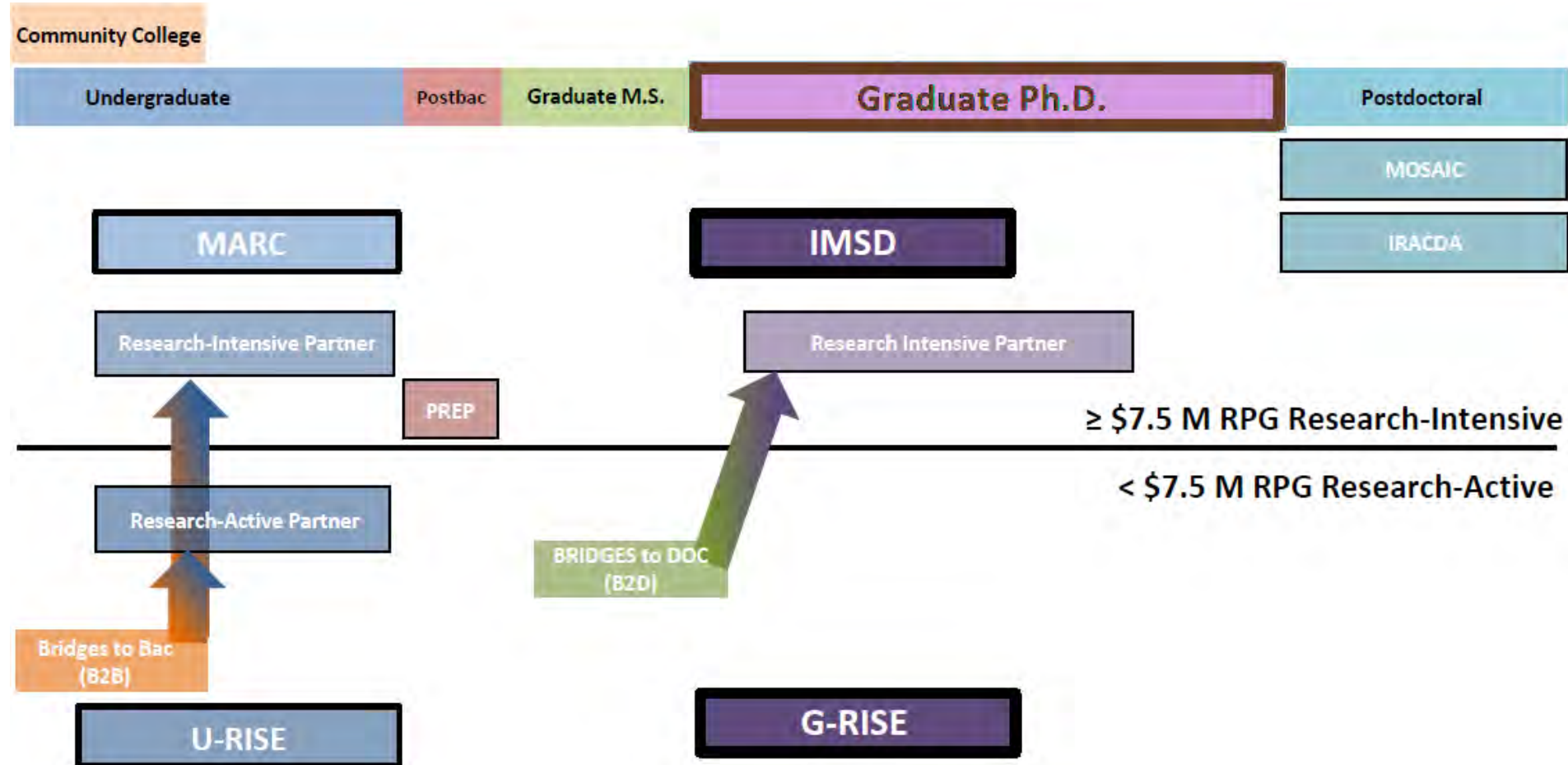
Goal of the Programs

...to develop a **diverse pool of scientists** earning a **Ph.D.**, who have the **skills** to successfully transition into **careers in the biomedical research workforce.**

Graduate Ph.D. Students

G-RISE (T32): Research **Active** Institutions

IMSD (T32): Research **Intensive** Institutions



Research Training Program Considerations

Develop and implement training and mentoring to keep pace with the rapid evolution of the biomedical research enterprise...

Programs are expected to:

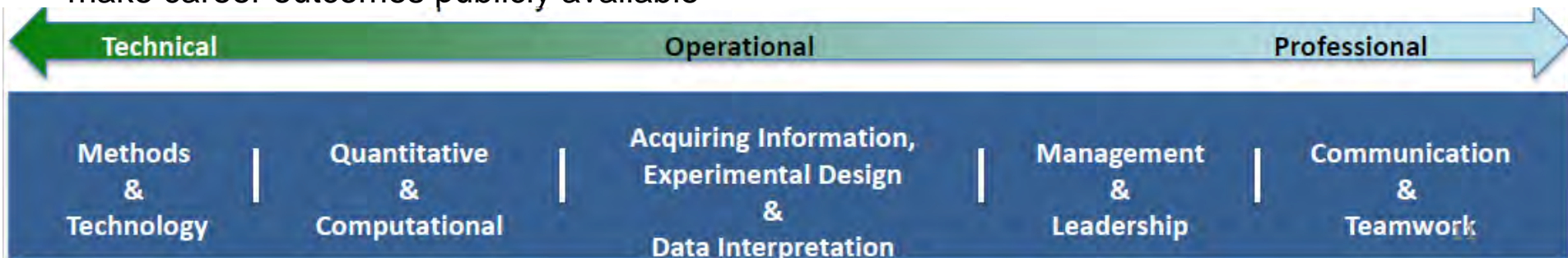
Incorporate didactic, research, mentoring, and career development elements to prepare trainees with the technical, operational, and professional skills required for careers in the biomedical research workforce.

Programs are provided:

Offset for the cost of appointed trainee stipends, tuition and fees, and training related expenses, including health insurance, travel support

Major Themes in NIGMS Training Programs

- **Trainee skills development** – use evidence-based approaches to provide technical, operational and professional skills
- **Specific Aims** - obtainable and measurable training objectives
- **Rigor & transparency, responsible & safe conduct** of research throughout the training experience
- **Commitment to diversity & inclusion**
- **Promote a culture of safety**
- **Mentor training and oversight** of trainee/mentor matches
- **Career preparedness** – provide knowledge of and skills to transition into the range of careers in the biomedical research workforce
- **Strong institutional support** for research training
- **Evaluation** - the collection and dissemination of data on the success/failure of educational aims; make career outcomes publicly available

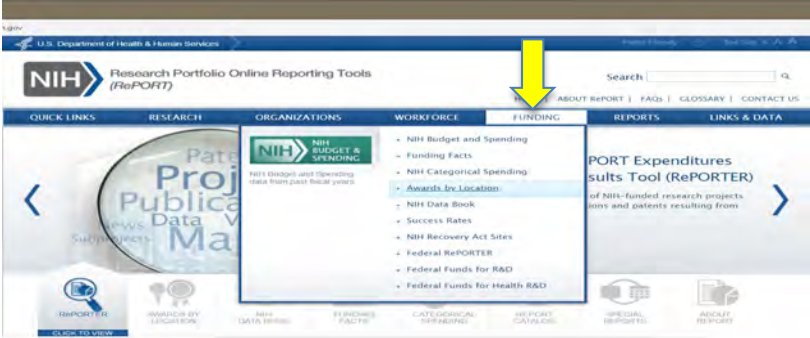


G-RISE & IMSD Eligibility - *Institutions*

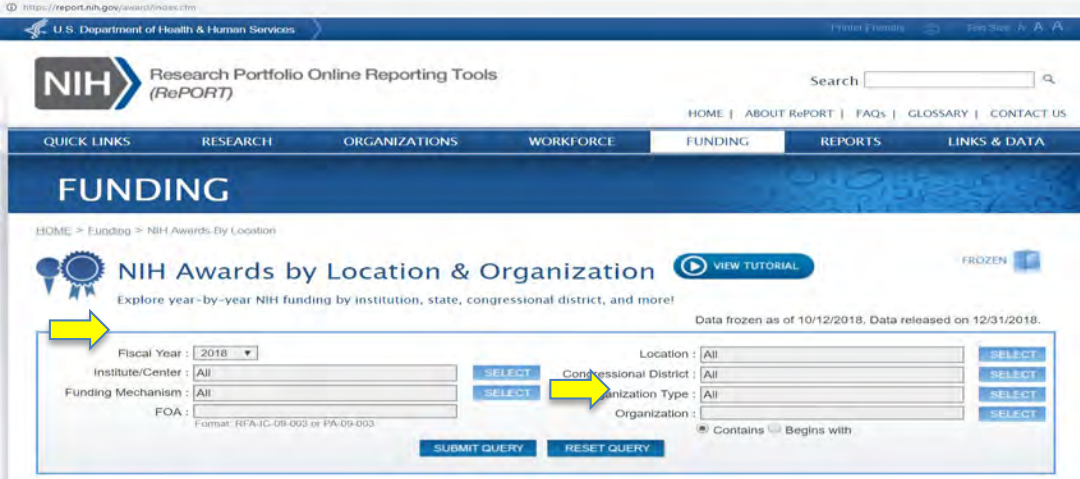
- Award Ph.D. degrees in biomedical sciences
- NIH Research Project Grant (RPG) Funding average per year, over the last 3 fiscal years:
 - Less than \$7.5 million = **G-RISE**
 - Greater than or equal to \$7.5 million = **IMSD**
- Only one G-RISE or IMSD application per institution is allowed
- Only one diversity enhancing graduate program (either IMSD or G-RISE) per institution is allowed

How to Determine Average RPG Funding

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 full fiscal years and calculate the annual average.

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

For example, for applications submitted in Feb 2021, use FY 20, 19 and 18 RPG funding.

Eligibility Information - *Program Director (PD) / Program Investigator (PI)*

- The contact PD/PI is expected to have a regular full-time appointment (i.e., not adjunct, part-time, retired, or emeritus) at the applicant institution, unless extremely well-justified.
- Multiple PDs/PIs are encouraged.

Applications submitted by associate professors and above with a history of research funding, mentoring and leadership experience are often viewed more favorably by reviewers.

Eligibility Information - *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 Ph.D. student** at the applicant institution majoring in a biomedical science.
- **Appointments are normally made in 12-month increments.**

Webinar Outline

- I. Program Overview
- II. Application Overview**
- III. Peer Review Overview
- IV. Budget Overview

First Step in Preparing an Application

Read the FOA, Related Notices
and SF424 (R&R) Application Guide thoroughly

Application Title Format

Use the format:

“[G-RISE or IMSD] at _____”
name of institution

For example:

G-RISE at Fantastic University

IMSD at the University of Success

The Application- 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
Conflict Resolution Protocols (optional)	3

Research Training Program Plan Form

[View Burden Statement](#) **PHS 398 Research Training Program Plan** OMB Number: 0925-0001
Expiration Date: 2/28/2023

Introduction	
1. Introduction to Application (for Resubmission and Revision applications)	<input type="text"/> Add Attachment Delete Attachment View Attachment
Training Program Section	
2. * Program Plan	<input type="text"/> Add Attachment Delete Attachment View Attachment
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Appendix	
13. Appendix	Add Attachments Delete Attachments View Attachments

- Training Program Section
- Faculty, Trainees, and Training Record Section
- Appendix
- *Other Attachments (R&R Other Project Information Form)*

Training Program Section

[View Burden Statement](#)

PHS 398 Research Training Program Plan

OMB Number: 0925-0001
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Appendix

13. Appendix [Add Attachments](#) [Delete Attachments](#) [View Attachments](#)

Training Program Section

2. Program Plan

3. Plan for Instruction in RCR

4. Plan for Instruction in Methods for Enhancing Reproducibility

5. Multiple PD/PI Leadership Plan (if applicable)

2. Program Plan (*Page limit: 25 pages*)

- ★ • Rationale, Mission, and Objectives
- ★ • Curriculum and Overall Training Plan
- 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)
- ★ • Application Process, Trainee Positions, Retention and Support
- Training Outcomes
- Program Evaluation and Dissemination

Rationale, Mission & Objectives

- How the program will **enhance the training environment** beyond just financial support of trainees
- Justification for the program
 - Current institutional efforts to promote diversity and create inclusive training environments, and how the program will enhance, but not duplicate, these efforts
- Describe the **current research training environment** & areas for improvement
- Training mission, **objectives (specific, measurable)**
 - Informed by baseline data, trainee pool and institutional context
 - Among objectives should be PhD completion rates and Time-to-Degree

★ Curriculum and Overall Training Plan

- How the courses, structured activities, and research experiences will **accomplish the training mission** and objectives
- Proposed changes to current research training practices to **keep pace with the rapidly evolving biomedical research enterprise** (e.g., curricular reforms, incorporation of additional quantitative and computational skills development, etc.)
- Mechanism for ensuring that the trainees are learning the **highest standards of practice** (e.g., record keeping, safety)
- How **laboratory safety** is taught throughout the didactic and mentored portions of the program
- The use of **evidence-informed approaches** to trainee learning, mentorship, inclusion, and professional development
- Activities that will build a **strong cohort** of research-oriented individuals while enhancing the science identity, self-efficacy, and a sense of belonging

★ Curriculum and Overall Training Plan, contd.

- Representative **examples of training programs** for individual trainees
- The trainees' academic and research **background needed** to pursue the proposed training and plans to accommodate differences in preparation among trainees
- How the training **activities will be available to other trainees** in the program(s), department(s) or institution(s) from which the supported trainees are drawn
- If applicable
 - Multi-disciplinary and/or multi-departmental programs: how the individual disciplinary and/or departmental components of the program are integrated and coordinated, and how they will relate to an individual trainee's experience
 - The ways the training plan is distinct from, but will share resources and synergize with, other NIGMS-funded predoctoral training programs at the same institution

Career Development

- How applicants/trainees will be provided with information about
 - career outcomes of graduates of the program and the overall biomedical research workforce landscape
 - variety of careers for which their training would be useful
- Experiential learning opportunities
 - e.g. internships, shadowing, informational interviews, teaching opportunities
- ★ ● Engaging range of potential employers so trainees have the skills, knowledge & steps to attain positions of interest in the biomedical research workforce

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.
- how **faculty are trained** to use evidence-based teaching, training and mentoring for trainees from all backgrounds
- 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 & Departmental Commitment

Describe how the level of institutional and departmental commitment to research and training excellence will promote the success of the trainees and training program.

May use this section to expand on Facilities & Other Resources and Letters of Support.

Program Director(s)/Principal Investigator(s)

- Expertise as well as administrative and training experience
- Sufficient bandwidth to oversee the program
- Demonstrated commitment to training the next generation of biomedical research workforce
- Received training to mentor individuals from diverse backgrounds
- Multiple PDs/PIs approach is encouraged
- The application should describe the administrative structure and leadership succession plan for critical positions

Preceptors/Mentors (Participating Faculty)

Create a **diverse team** (e.g. underrepresented backgrounds, women, different career stages):

- Have sufficient time to commit
- Receive training in evidence-informed teaching and mentoring practices
- Promote the use of highest standards of practice to ensure the safety of all
- Cooperate, interact, and collaborate
- Promote the development of skills in rigorous experimental design, methods of data collection, data analysis and interpretation, and reporting
- Provide opportunities for trainees to initiate, conduct, interpret, and present rigorous, reproducible and responsible biomedical research with increasing self-direction
- Demonstrate a commitment to effective mentoring, and to promoting inclusive, safe and supportive environments
- Are evaluated as teachers and mentors

★ Application Process

- Describe the admissions data provided in the **required Application and Admissions Data Attachment** (Other Attachments) ★
- Expand upon the "Recruitment Plan to Enhance Diversity". Ensure a diverse pool of applicants that could strongly benefit from and succeed in the program with proper support.
- Describe the plans for a **candidate review process** for a broad group of trainees, a process that considers metrics beyond undergraduate institution, GPA, and standardized test scores.
- If the training program does not conduct its own recruitment and admissions for Ph.D. students entering the university - and instead appoints students who were admitted by university departments or other graduate programs, provide a strong rationale for taking this approach.

★ Trainee Positions

- Describe **how large the program will be *across all cohorts*** (i.e., the total number of individuals enrolled in the proposed program ranging from the entering cohort to those nearing graduation).
 - Provide a **strong justification for the number of requested slots** per year in the context of the training grant eligible pool, the size of the proposed program, the number of participating faculty, and other NIGMS-funded training grants at the institution
 - Explain the **proposed training grant support structure**, i.e., how many individuals (e.g., 4 per year), at what stage (e.g., first-year entrants), and for how long (e.g., for 1 year). *Note: NIGMS typically funds trainees for 1-2 years and during years 1-3 of the Ph.D. program except under exceptional circumstances.*
 - Define and justify the selection and re-appointment criteria for the training grant supported trainees in the program
- ★ ○ **Do not** include Trainee Selection and Appointment Procedures in the Appendix or the application will be withdrawn due to non-compliance with the FOA instructions

★ Retention and Support

- Applicants may use this section to expand upon the Trainee Retention Plan (provided in the "Other Attachments")
- And to provide evidence of the program's commitment to ensuring the **well-being and success of all trainees** throughout their graduate training.
- Describe the ability for participating department(s) and/or the institution(s) to support trainees for the **duration of their graduate careers**.

Training Outcomes - Tables must match the narrative

Provide recent outcomes through narrative the required [training tables](#). Training tables allow for 5 years of recent outcomes, the application may describe up to 15 years of outcomes in the narrative. The application should describe:

- Evidence that recent program graduates conducted **rigorous research that advanced scientific knowledge** and/or technologies, with increasing self-direction (e.g., peer-reviewed publications in [Training Table 5A](#), or other measures of scientific accomplishment appropriate to the field);
- The rate of **Ph.D. degree attainment and time-to-degree** for recent graduates ([Training Table 8A](#)). Explain how the time-to-degree was calculated. Indicate how many individuals obtained a Ph.D. degree, are still in training, left the program with a master's degree, or withdrew from the program with no degree;
- A description or analysis of how the Ph.D. degree attainment, time-to-degree data, and evidence of scholarly productivity for recent program graduates from **underrepresented groups** (see [Notice of NIH's Interest in Diversity](#)) **compares to the data for recent program graduates from well-represented groups**
- The success of recent graduates transitioning to careers in the biomedical research workforce ([Training Table 8A](#)).

★ **Do not** include Table 6A (Applicants, Entrants, and their Characteristics) or the application will be withdrawn due to non-compliance with FOA instructions.

Program Evaluation and Dissemination

Programs must conduct ongoing evaluations to monitor success of the program. Describe:

- Process to determine **whether the overall program is effective** in meeting its mission and objectives, and whether the scientific research climate is inclusive, safe, and supportive of trainee development
- Plans for **being responsive to outcomes analyses**, critiques, surveys and evaluations
- Past activities to **track and post the career outcomes** of trainees
- Past activities designed to **share the outcomes** of the training or mentoring interventions with the broader community

NIH Contribution toward Evaluation costs are typically limited to a maximum of \$3,000 for the 5-year project period (TRE).

3. Plan for Instruction in the Responsible Conduct of Research (RCR)

- All applications must include a plan to fulfill NIH requirements for instruction in RCR.
 - Five required components must be addressed
 - Components should be well integrated into the overall curriculum at multiple stages of trainee development in a variety of formats and contexts
- Explain how teaching of RCR synergizes with the curriculum designed to enhance trainees' abilities to conduct rigorous and reproducible research
- Describe how all program faculty will reiterate and augment key elements when trainees are performing research in their labs
- See requirements detailed in the FOA and the SF424 Application Guide

RCR Policy: <https://grants.nih.gov/grants/guide/notice-files/NOT-OD-10-019.html>

Resources: <https://grants.nih.gov/grants/guide/notice-files/NOT-OD-16-122.html>

4. Plan for Instruction in Methods for Enhancing Reproducibility

- The plan must describe how trainees will be instructed in principles important for enhancing research reproducibility
- Describe how instruction strategies are well integrated into the overall curriculum, that is, how they are taught at multiple stages of trainee development and in a variety of formats and contexts
- See the SF424 Application Guide for details

Resources: Rigor & Reproducibility

- **NIH Website on Rigor and Reproducibility:**

<https://www.nih.gov/research-training/rigor-reproducibility>

- **Clearinghouse for R25 Training Modules:**

<https://www.nigms.nih.gov/training/pages/clearinghouse-for-training-modules-to-enhance-data-reproducibility.aspx>

- **NIGMS Administrative Supplements:**

<https://www.nigms.nih.gov/training/instpredoc/Pages/rigor-rep.aspx>

Faculty, Trainees, and Training Record Section

[View Burden Statement](#)

PHS 398 Research Training Program Plan

OMB Number: 0925-0001
Expiration Date: 2/28/2023

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Appendix

13. Appendix [Add Attachments](#) [Delete Attachments](#) [View Attachments](#)

Required

7. Participating Faculty Biosketches

8. Letters of Support

9. Data Tables

7. Faculty Biosketches - *with personal statement addressing*

- Training, mentoring, and promoting inclusive, safe and supportive scientific research environments
- Maintaining a record of, and providing training in rigorous and unbiased experimental design, methodology, analysis, interpretation, and reporting of results
- Promoting the use of highest standards of practice to ensure the safety of all individuals in the research environment
- Supporting trainees participating in activities required to identify and transition into biomedical research workforce careers of interest
- Fulfilling the need of the trainees to complete their PhDs in a timely fashion

Biosketches are limited to five pages each ([NOT-OD-15-032](#))

8. Letters of Support


- Institutional Support Letter (10 page maximum) **must** be attached as part of Letters of Support
 - See detailed components in the FOA
- Institutional Eligibility Letter (1 page maximum) **must** certify eligibility (RPG funding)

If these letters are not included, the application will be considered incomplete and will not be reviewed.

- Other Letters of Support (e.g. partners) - can be included but may not have information required in the Institutional Support Letter

9. Data Tables

Helpful Information before you fill out your Data Tables:



Introduction	Date Posted	File Link/Format/Size
Introduction to Data Tables – Read this first!	3/25/2020	MS Word (53 KB) PDF (437 KB)



Data Tables	Date Posted	Blank Data Tables File Link/Format/Size	Instructions and Sample Data Tables File Link/Format/Size
-------------	-------------	---	---

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

Required Data Tables for New Applications

Table	Title of Table
1	Census of Participating Departments and Interdepartmental Programs
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
5A	Publications of Those in Training: Predoctoral
8A Part III	Program Outcomes: Predoctoral, Recent Graduates

★ Do not submit Table 6A

- A summary of key data from the tables should also be included in the Program Plan. Make sure information in tables and narrative are consistent and clear.
- Applications that do not include these data tables or that submit additional data tables in the section will not be reviewed.

Removing Table 6A from Your Application

- To avoid the inclusion of Table 6 in a training data table set generated via xTRACT, applicants should **omit the "Start year of the most recently completed academic year"** when prompted in the **Applicants/Entrants** section.
- The resulting PDF will then exclude Table 6A.

Prepare Research Training Dataset (RTD) for New Application

New RTD	419 The Effects of Romulan Ale on Senior Staff
PD/PI	Rhoades, Dusty

Applicants and Entrants ⓘ

Start year of the most recently completed academic year:

[Submit](#)

The Pre-doc and Post-doc data may be edited via the links below, once the Start of the most recently completed academic year has been provided.

[Pre-Doc Applicants and Entrants](#)

[Post-Doc Applicants and Entrants](#)

Appendix

View Burden Statement

PHS 398 Research Training Program Plan

OMB Number: 0925-0001
Expiration Date: 2/28/2023

Introduction		
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Required

- Required Training Activities
- Responsible Conduct of Research Syllabi

Allowable

- Elective Activities
- Evaluation and Assessment Instruments
- Conflict Resolution Protocols (3 pp.)



Do not include Trainee Selection & Appointment Procedures

Applications will be withdrawn due to non-compliance if either missing any of the required appendices or if unallowed appendices or page limits are included.

Other Attachments

RESEARCH & RELATED Other Project Information

OMB Number: 4040-0001
Expiration Date: 12/31/2022

1. Are Human Subjects Involved? Yes No

1.a. If YES to Human Subjects

Is the Project Exempt from Federal regulations? Yes No

If yes, check appropriate exemption number. 1 2 3 4 5 6 7 8

If no, is the IRB review Pending? Yes No

IRB Approval Date:

Human Subject Assurance Number:

2. Are Vertebrate Animals Used? Yes No

2.a. If YES to Vertebrate Animals

Is the IACUC review Pending? Yes No

IACUC Approval Date:

Animal Welfare Assurance Number:

3. Is proprietary/privileged information included in the application? Yes No

4.a. Does this Project Have an Actual or Potential Impact - positive or negative - on the environment? Yes No

4.b. If yes, please explain:

4.c. If this project has an actual or potential impact on the environment, has an exemption been authorized or an environmental assessment (EA) or environmental impact statement (EIS) been performed? Yes No

4.d. If yes, please explain:

5. Is the research performance site designated, or eligible to be designated, as a historic place? Yes No

5.a. If yes, please explain:

6. Does this project involve activities outside of the United States or partnerships with international collaborators? Yes No

6.a. If yes, identify countries:

6.b. Optional Explanation:

7. Project Summary/Abstract

8. Project Narrative

9. Bibliography & References Cited

10. Facilities & Other Resources

11. Equipment

12. Other Attachments

Required

- Application and Admissions Data ★
- Recruitment Plan to Enhance Diversity
- Trainee Retention Plan
- Outcomes Data Collection and Storage Plan
- Dissemination Plan

Optional

- Advisory Committee

Name these files as indicated in the FOA.

★ Application and Admissions Data

- Allows for the evaluation of the ability of participating departments/interdepartmental programs to recruit training grant eligible individuals
- To assess the admissions and recruitment process, the diversity of the pool, and the appropriate number of training positions to be awarded.
- Provide the numbers and characteristics of training grant eligible (I) applicants, (II) admitted individuals, and (III) matriculants for each of the past 5 academic years as well as the average over those years.
- Please use the [Suggested Table Format Table A](#) provided on the NIGMS website and report on the categories listed in [NIH's Interest in Diversity](#)

If this plan is not included, the application will be considered incomplete and will not be reviewed.

★ Application and Admissions Data

NIGMS recommends using **Formats Table A** for applications with:

Single departmental programs

Instructions and examples: [Word](#) | [PDF](#) | [HTML](#)

No instructions, blank: [Word](#) | [PDF](#) | [HTML](#)

Interdisciplinary programs with multiple admissions

Instructions and examples: [Word](#) | [PDF](#) | [HTML](#)

No instructions, blank: [Word](#) | [PDF](#) | [HTML](#)

Sample: Suggested Format Table A, Part Ia: Numbers and Characteristics of Applicants

Ac Yr	Total Applicants	URM	Applicants with Disabilities	Applicants from Disadvantaged Backgrounds	Women	Institutionally Defined
2014-15	399	80	20	72	239	n/a
2015-16	384	77	19	69	230	n/a
2016-17	489	98	24	88	293	n/a
2017-18	342	68	17	62	205	n/a
2018-19	438	88	22	79	263	n/a
Avg	410	82	21	74	246	n/a

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

Recruitment Plan to Enhance Diversity (3 pages)

- Describe outreach strategies and activities to recruit trainees from underrepresented groups (see [NOT-OD-20-031](#)).
- Describe specific efforts to be undertaken by the training program, including the involvement of training program faculty
- Centralized institutional recruitment efforts alone is not sufficient
- Accommodation is not the same as outreach or active recruitment of students with disabilities

Potential effective strategies:

<https://www.nigms.nih.gov/training/diversity/pages/approaches.aspx>

If this plan is not included, the application will be considered incomplete and will not be reviewed.

Trainee Retention Plan (3 pages)

- Describe efforts to sustain the scientific interests & academic and research progress of trainees from all backgrounds.
- Describe the specific efforts to be undertaken by the training program, including the involvement of training program faculty
- Centralized institutional retention efforts alone are not sufficient

Resources:

<https://www.nigms.nih.gov/training/diversity/pages/approaches.aspx>

<https://extramural-diversity.nih.gov/building-participation/recruitment-retention>

If this plan is not included, the application will be considered incomplete and will not be reviewed.

Outcomes Data Collection and Storage Plan (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.
- Encouraged to make the aggregate outcome data available on the institution's website.
- A strategy to ensure the secure storage and preservation of program data and outcomes (i.e., centralized, safeguarded, and retrievable during leadership changes).

If this plan is not included, the application will be considered incomplete and will not be reviewed.

Dissemination Plan (1 page)

- A specific plan **must** be provided to disseminate nationally any findings resulting from or materials developed under the auspices of the program.
- Examples of dissemination may include data or materials from successful training or mentoring interventions via web postings, presentations at scientific meetings, and/or workshops.

If this plan is 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.
- Describe how the Advisory Committee will assess the overall effectiveness of the 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.

Budget Overview

Budget - Participants

- Support is allowed for **Ph.D. students** in the form of **stipend**.
- Ph.D. students may be supported on G-RISE or IMSD funding usually up to **three years**.
 - Use in the first three years of graduate studies is encouraged
- Students may not concurrently hold another federally sponsored award that duplicates G-RISE or IMSD 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 travel **outside the continental United States**, **\$1,250** for travel per trainee will be provided.

Training Related Expenses

- TRE that may be requested is limited to a maximum of **\$8,400/trainee/year for G-RISE**
\$6,400/trainee/year for IMSD
- 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 participants **must** have an appointment form submitted through the eRA Commons to xTrain before they may receive their compensation.
- 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

Appointments are normally made in 12-month increments.

Webinar Outline

- I. Program Overview
- II. Application Overview
- III. Budget Overview
- IV. Peer Review Overview**

Peer Review

- Please read the review criteria while preparing your application to make sure all the required information is included.
- Review panel will assess your application against the review criteria.

Peer Review Cont.

- G-RISE & IMSD applications are reviewed by one of two standing NIGMS review committees: TWD-C and TWD-D. www.nigms.nih.gov/Research/application/Pages/reviewcommittees.aspx
- Applications will be assigned to either TWD-C or -D to balance conflicts and workload and will be grouped into G-RISE / IMSD clusters for review.
- 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 Review 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: Acceptable/Unacceptable

- Training in Methods for Enhancing Reproducibility
 - see [NOT-GM-19-026](#)
- ★ • **Recruitment Plan to Enhance Diversity**
- ★ • **Training in the Responsible Conduct of Research**
- Part of Overall Impact Score but no separate score

Additional Review Considerations:

- 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 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
- Include a timeline for the activities

Review Process: Usual Timeline

Timeframe

Activity

(From submission date)

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

Questions?

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