NIH Single Project, Competitive Grant Application Checklist
R01/R03/R21/R24/R33/R34/R35/RC2/RF1/R50/R61/ DP1/DP2/U01/U24/UG1/UG3/UH3/UM1

GCO is highlighting particular fields & sections that are prone to error. This checklist does NOT comprise the entirety of the SF424 application. Please consult the NIH SF424 Guide plus additional Mount Sinai resources below.

Please use this checklist with GCO's Overall Application Submission Checklist.
Please read the NIH SF424 Guide for instructions.
Please review the NIH annotated from set for quick reference.
Notice of Funding Opportunity (NOFO) instructions always supersede these instructions.

- **GCO ASC Checklist**
- **NIH SF424 Guide**
- **NIH Annotated Form Set**
- **NIH Sample Applications**

Principal Investigator(s):
Proposal Title:
NOFO #:

Overall   *All sections must conform to these instructions.*

The NIH has very specific attachment formatting requirements. Failure to follow these requirements may lead to application errors upon submission or withdrawal of your application from funding consideration.

[ ] Citations: Remember to comply with our public access policy by including the PMC reference number (PMCID) when citing applicable papers that you author or that arise from your NIH-funded research.

[ ] Filenames: Save all document attachments with descriptive filenames of 50 characters or less (including spaces).

[ ] Use unique filenames for all attachments in an application (or within a component of a multi-project application).

[ ] Use any of the following characters: A-Z, a-z, 0-9, underscore, hyphen, space, period, parenthesis, curly braces, square brackets, tile, exclamation point, comma, semi colon, apostrophe, at sign, number sign, dollar sign, percent sign, plus sign, and equal sign.

[ ] If including spaces, use one space (not two or more) between words or characters and do not begin the filename with a space or include a space immediately before the .pdf extension.

[ ] Avoid the use of ampersand (&) since it requires special formatting (i.e., &amp).
When saving the individual files this naming convention can be used:
Last Name_Application Section_Mechanism_Date. Example: Jones_Abstract_R01_100522

[ ] File Size: Ensure file size is greater than 0 bytes - the NIH does accept a 0 byte attachment.
Keep attachment file size to 100 MB or less.

[ ] Headers and Footers: Do not include headers or footers in any of your attachments. Headers, footers, page numbers, bookmarks, and a table of contents are added when the grant application is assembled upon submission.
Headings (e.g., Significance, Innovation) within the text of your attachments improve readability and are encouraged.

[ ] Images: Digital images of material such as electron micrographs or gels must only be included within the page limits of the Research Strategy. The maximum size of images to be included should be approximately 1200 x 1500 pixels using 256 colors. Figures must be readable as printed on an 8.5" x 11" page at normal (100%) scale.
Investigators must use image compression such as JPEG or PNG.

[ ] Margins: Provide at least one-half inch margins (½") - top, bottom, left, and right - for all pages.
No applicant-supplied information can appear in the margins.

[ ] Language and Style: Use English. (See 45 CFR § 75.111 - English language)   45 CFR 75.111 link

Avoid jargon. Spell out acronyms the first time they are used in each application section/attachment and note the appropriate abbreviation in parentheses. The abbreviation may be used in the section/attachment thereafter.

[ ] Paper Size: Use paper (page) size no larger than standard letter paper size (8 ½" x 11").

[ ] Security Features: Do not encrypt or password protect your documents.
Using these features to protect your documents prevents the NIH from opening and processing them.

[ ] Single vs. Multi-column Page Format

A single-column page format easily adapts to various screen sizes and is highly encouraged.

Multi-column formats, especially for information spanning multiple pages, can be problematic for online review.

[ ] <u>Video</u>: Videos cannot be imbedded in an application, but are accepted under limited circumstances as post-submission

Material. See these notices.   ● NOT-OD-12-141   ●   NOT-OD-20-061

[ ] <u>Page Limits</u>   ● Page Limits & Lines of Text Limits   ●   Table of Page Limits

See Research Plan section of this checklist.

Font (size, color, type density) and Line Spacing

[ ] <u>Font</u>: General   Must be 11 points or larger.

Smaller text in figures, graphs, diagrams and charts is acceptable, as long as it is legible when the page is viewed at 100%.

[ ] <u>Font</u>: Recommended

NIH recommends Arial, Georgia, Helvetica, Palatino Linotype fonts, although other fonts (both serif and non-serif) are

acceptable if they meet the requirements of font size, type density, line spacing, and text color.

[ ] <u>Type density</u>: Must be no more than 15 characters per linear inch (including characters and spaces).

[ ] <u>Line spacing</u>: Must be no more than six lines per vertical inch.

[ ] <u>Text color:</u> No restriction. Though not required, black or other high-contrast text colors are recommended since they

print well and are legible to the largest audience.

Hypertext, Hyperlinks, and URLs

[ ] Do <u>not</u> use <u>hypertext, hyperlinks, and URLs</u> unless specifically noted in the NOFO and/or form field instructions.

It is highly unusual for a funding opportunity to allow links in Specific Aims, Research Strategy, and   ● NOT-20-174

page-limited attachments.

PDFs

[ ] <u>Font</u> : Checking after PDF conversion

Some PDF conversion software reduces font size. It is important to confirm that the final PDF document complies with the font

requirements.

[ ] <u>Combining Information into a Single Attachment</u>: Ensure all information is directly visible in your PDF.

If you need to combine information from different sources into a single document prior to uploading, do not use "bundling"

or "portfolio" features which combine multiple documents into a single file by providing links to the individual files.

[ ] <u>Electronic Signature</u>

Unflattened electronic signatures on PDF attachments within your application are not allowed.

 [ ] To adhere to policies requiring electronic signatures on PDF attachments (e.g., electronically-signed other support

format pages), you can electronically sign the document and then "flatten" the PDF.

See "Flattening PDF" tab for instructions.

Documents with signatures (e.g., letters of support) can be printed, signed, scanned and attached in PDF format.

GCO's Guidance document on signing Other Support pages provides instructions on electronic signatures.   ●GCO Guidance

Please use the instructions in the GCO Guidance document for signing documents

[ ] <u>Flattened PDFs</u>: Many simple PDFs are already flattened. See tab for further instructions.

[ ] <u>Marking Up Attachments</u>: Do not mark-up your PDF documents with comments, sticky notes, or other features that

are added on top of your PDF document content. This information may not be retained in your final application image.

[ ] <u>Scanning:</u> Avoid scanning text documents to produce the required PDFs. It is best to produce documents using your

word-processing software and then convert the documents to PDF. Scanning paper documents may hamper

automated processing of your application for agency analysis and reporting.

The NIH recognizes that sometimes scanning is necessary, esp. when including letters of support or other signed

documents on business letterhead.

[ ] <u>Security</u>: Disable all security features in your PDF documents.

[ ] <u>InfoEd</u>: Check and fix technical errors before submitting to the GCO.   ●InfoEd XML Validation Instructions

 Use the "XML Validation" and the "NIH Commons Validation Submit" features to check early for any technical errors

which can delay your application from being accepted and can prevent it from being rejected by the funding agency .

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Section of Application	Format Restrictions	Resources
		NIH ORS GCO Roadmap
SF 424		

S2S Applications are pre-populated with standard ISMMS info. Project dates and $ amts are imported from budget tab.

[ ] 4b. Agency Identifier Number

Are you applying for a Notice of Special Interest (NOSI)? Enter NOSI # (i.e., "NOT-AG-21-###) in this field.

[ ] 8. Is this application being submitted to other agencies?   ● GCO Guidance

[ ] 11. Descriptive Title of Applicant's Project (i.e., Project Title)   200 characters, including spaces and punctuation

This is a Set Up tab question you answer in InfoEd.

[ ] 21. Cover Letter Attachment (optional)

[ ] Do not use the cover letter to communicate application assignment preferences. The Assignment Request Form is provided for that purpose.

[ ] A cover letter must not be included with post-award submissions, such as administrative supplements, change of grantee institution, or successor-in-interest.

The letter should contain any of the following information, as applicable:

[ ] Application title and title of NOFO (PA or RFA).

[ ] Late applications: Include specific information about the timing and nature of the delay.   ● NIH Late Policy

[ ] Changed/Corrected applications submitted after the due date: A cover letter is required. It must explain the reason for late submission of the changed/corrected applications. If you already submitted a cover letter with a previous submission and are now submitting a late change/corrected application, you must include all previous cover letter text in the revised cover letter attachment. The system does not retain any previously submitted cover letters; therefore, you must repeat all information previously submitted in the cover letter as well as any additional information.

[ ] Subaward budget components that are not active for all budget periods of the proposed grant: Provide explanation.

[ ] Required Agency Approval Documentation: Statement of Attachment

If there is any required agency approval documentation please include a statement that is attached.

Example: Approval for applications that request $500,000 or more. It is recommended that you include the official communication from an NIH official as part of your cover letter attachment.

[ ] Videos: When intending to submit a video as part of the application, include information about the intent to submit it. If this is not done, the video will not be accepted.   ● NIH Post Submission Grant Application Material

[ ] Proposed studies that will generate large-scale human or non-human genomic data as detailed in the NIH Genomic Data Sharing Policy: Include such a statement   ● NIH Genomic Data Sharing

[ ] Proposed studies that will involve human fetal tissue obtained from elective abortions (HFT), regardless of whether or not Human Subjects are involved and/or there are costs associated with the HFT.   ● Human Fetal Tissue Research

NIHGPS links   ● Non-Transplantation Research on Human Fetal Tissue from Elective Abortions

    ● Human Fetal Tissue from Elective Abortions

Other Project Info	Resources		
	NIH	ORS Roadmap	GCO

[ ] 6. Does this project involve activities outside of the United States   ● GCO Foreign Components Guidance

or partnerships with international collaborators?   > IV. Competitive Grant Applications

[ ] If yes, please include "foreign justification." See GCO Guidance link for complete information.

[ ] Please check your letters of support and data sources for foreign activity.

[ ] 7. Project Summary/ Abstract   30 lines maximum   ● Project Summary vs

[ ] 8. Project Narrative   3 sentences maximum   ● Project Narrative

[ ] 9. Bibliography & References Cited   No page limit
 [ ] Reminder: Active hyperlinks are not allowed. See "Print to Image" for instructions on deactivating hyperlinks.
      Please review SF424 Instructions and/or excerpt in Bibliography & References Cited" tab.
[ ] 10. Facilities & Resources   Required   ● ORS Standardized Language
      Include the facilities for ISMMS and the subaward(s). Combine those documents and include in one PDF.
       Please put the applicable institution at the beginning of the section describing their facilities/resources.
[ ] 11. Equipment   Required
      If your application does not utilize any existing major equipment, please provide an Equipment document stating such.
[ ] 12. Other Attachments   Attach a file to provide additional information only in accordance with the NOFO
                                           and/or agency specific instructions.
      Partial Other Project Info questions are listed above. Please review the SF424 Guide for instructions on all the questions.

Performance Sites	Resources		
	NIH	**Research Roadmap**	**GCO**

[ ] Performance Sites: Report the primary location and any other locations at which the project will be performed.
 [ ] Include any VA facilities and foreign sites.   ● GCO Foreign Components Guidance > IV. Competitive Grant Applications
 [ ] Please check your letters of support and facilities and resources page(s) for a site for performance site information.
      See GCO link for foreign components instructions.

Research Plan	Resources		
	NIH	**Research Roadmap (RR)**	**GCO**

Page Limits: If page limits in the Notice of Funding Opportunity (NOFO) differ from info below, follow the NOFO.

Research Plan Section

[ ] 1. Introduction   1 page max   For resubmission or revision applications only

[ ] 2. Specific Aims   1 page max

[ ] 3. Research Strategy   ● NIH Rigor and Reproducibility Site

      R01/R24/R33/R34/R61/RC2/RF1/U01/U24/U2C/UG1/UG3/UH3/UM1 - 12 page max
      R03/R21/R35 - 6 page max
      DP1: 5 pages max;   DP2: 10 pages max
[ ] 4. Progress Report Publications list (for renewals only)

Other Research Plan Section

[ ] 5. Vertebrate Animals   If applicable, no page limit ● NIH Vertebrate Animals Training Module
[ ] 6. Select Agent Research   If applicable, no page limit
[ ] 7. Multiple PD/PI Leadership Plan   If applicable, no page limit   ●GCO MPI Guidance
                                        Required for all applications designating multiple PDs/PIs.
[ ] 8. Consortium / Contractual   If applicable   ●GCO Subaward Guidance
      Arrangements (Subawards)
[ ] 9. Letters of Support
 [ ] Combine all letters of support into a single PDF file and attach this information here. Do not place these letters in the Appe
 [ ] Reminder: Use of hyperlinks and URLs are not allowed unless specified in the NOFO.
 [ ] Reminder: Make sure letters of support conform to font requirements in section above
 [ ] Reminder: Check to see if any collaborator/entity qualifies as a foreign component
      The NIH instructions are on the Letters of Support tab
 [ ] Reminder: Paper size must be 8.5 x 11"
 [ ] Reminder - Do not overstuff. Applications may be rejected if information that does not follow the instructions are included
 [ ] Please see SF 424 or Letters of Support tab for complete instructions

[ ] Reminder: Active hyperlinks are not allowed. See "Print to Image" for instructions on deactivating hyperlinks.

[ ] 10. Resource Sharing Plan(s)   *see Resource Sharing Plan tab or NIH SF 424 Guide*

[ ] 11. Other Plan (s)

    Data Management and Sharing Plan (DMSP):   ● NIH Resource Site   ●GCO Application Info > DMSP

    Applicants proposing to conduct research that will generate scientific data are subject to the NIH DMS Policy and must atta
    a DMS Plan.

    The DMSP section on GCO's Application Information page has many valuable NIH, GCO, and other resources including
    training and sample language for the plan.

[ ] 12. Authentication of Key Biological and/or Chemical Resources ● Notice   ● Samples

Appendix

[ ] 13. Appendix   Max of 10 documents   ● Notice

    If more than 10 allowable appendix attachments are needed, combine the remaining info into attachment #10.
    Use filenames for attachments that are descriptive of the content. Some NOFOs further restrict allowable appendix
    materials (see notice above) and/or may specify that some materials must be provided in another part of the application.
    Applications submitted to those NOFOs must follow instructions in the NOFO and must not put those items in the Appendix

Other NIH Pages & Requirements	Resources		
	NIH	**ORS**	**GCO**

[ ] Assignment Request Form (Optional)

    Use only if you wish to communicate specific awarding component assignments or review preferences.

    There is no requirement that all fields or all sections be completed. You have the flexibility to make a single entry or to
    provide extensive information using this form. *Please consult the SF 424 Guide for instructions.*

[ ] Biosketches   5 pages MAX   ● NIH Resource Site   ● GCO's Biosketch FAQs

    Complete for all key/senior personnel, including consultants, and other significant contributors.

[ ] eRA Commons ID requirement: add ID to designated field   ● NIH Notice

[ ] eRA Commons ID requirement applies to consultants. Does your consultant need an eRA Commons ID? See Option 3 in link

                   ● Option 3 -- Senior/Key Person Who Aren't Affiliated With a Registered Organization

[ ] You may provide a URL to a full list of your published work. This URL must be to a Federal Government website (a .gov suffix
    NIH recommends using My Bibliography.   ● My Bibliography

[ ] Reminder - Hyperlinks and URLs are not only allowed except to the full publication list as specified above or if specified in t
    funding announcement.

[ ] If citing interim products, do not include URLs. See acceptable example below.
    Example: DOI: 10.1016/[investigator name].2026.101058

[ ] Budget`

[ ] Follow GCO's Application Submission Checklist (ASC) Instructions for InfoEd Budget Data Tab Entry   ●ASC Instructions
    for non modular (#17c) and modular grants (#17d). Modular budgets complete the Modular Budget tab.

[ ] Enroll in GCO's Budgeting Classes (Live Webinars)   ●GCO Budget Training

[ ] Review NIH's Budget Resources   ●NIH Resource Page

[ ] Review Resources on Mount Sinai's Research Roadmap   ● Investigator Initiated   ● Basic Science

[ ] Review GCO's Budgeting SOPs

    ● DHHS Rate Agreement & Federal Split Rate Sponsored Projects

    ● Data Management and Sharing Plan (DMSP) Budgeting Guidance

    ● Facilities and Administrative Costs: Determination of On and Off Campus Activity

    ● Students and Post Graduates on Research, Fellowship, and Training Grants

    ● Subawards: ISMMS as the Prime Institution

    ● VA Appointments: Budgeting for Faculty Members with a VA Appointment

[ ] Budget Justification

[ ] Non-Modular Grants: Follow SF424 Instructions. Include DMSP justification even if none.

[ ] Modular Grants: Justify Personnel Only in "Personnel Justification"
    Include DMSP justification even if none in the "Additional Narrative Justification tab

Upload Subaward Justification in "Consortium Justification." If modules are different each year, justify in "Additional Narrative Justification." Add DMSP justification (even if none) in the "Additional Narrative Justification."

[ ] Human Subjects/CT form   ● NIH Supplemental instructions   ●InfoEd Instructions

Links to important NIH training and other resources are included in the cover sheet of the InfoEd instructions.

[ ] Reminder - Review NIH definitions and take the NIH training. NIH's definition of clinical trials is very broad!

[ ] Foreign Component   ●GCO Foreign Components Guidance

[ ] *See Foreign Component tab and GCO Guidance link for complete information.*   > IV. Competitive Grant Applications

Reminder - Review NIH definition, which is on the Foreign Component tab and in link. This definition is very broad!

Places that foreign component information may be required and where you may find it are as follows:

Reminder - If you find it in any of the sections below, please be sure Yes is checked on the Other Project Info > 6.

[ ] *Foreign collaborators may use a different paper size.* Make sure the paper is 8.5 x 11" compliant on all documents.

to all formatting guidelines outlined above.

[ ] Other Project Info > 6. Does this project involve activities outside of the United States or partnerships with international collaborators

[ ] Performance Site tab	[ ] Letters of Support
[ ] Personnel Tab (InfoEd)	[ ] Consortium Tab
[ ] Budget Tab	[ ] Biosketch
[ ] Budget Justification	[ ] Letter of Support

[ ] Projects with Subawards

See Research Plan > Consortium/Contractual Arrangements section above.

[ ] Required Documentation   NIH Competitive Subaward Checklist: ISMMS as the Prime Institution

[ ] Subawardee institutions may not have signed up all their key personnel (e.g., consultant on their subaward project) with eRA Commons user names. See Option 1 in link   Senior/Key Person Who Aren't Affiliated With a Registered Organization

Other Information   Resources

[ ] Orcid ID   ● ORCID

All key personnel to obtain and include their Orcid ID in the biosketch?

[ ] sIRB

If Yes, a sIRB plan is no longer required at the application phase. You will need to provide the sIRB during JIT phase.

Do make sure to budget accordingly. See sIRB tab for more information.

InfoEd, Budget, and Compliance Application (PPHS/IACUC) Preparation
GCO's Application Submission Checklist (ASC)

For a successful GCO Submission, these are the numbers on GCO's ASC that may apply to your project: ● ASC Checklist

[ ] 1, 2, 3, 4, 6, 7, 8, 9, 10, 11, 12, 15, 16, 17c or 17d, 18, 19, 21   ◖ ASC Instructions

[ ] 6. InfoEd Set Up and Tab Completion   ●InfoEd S2S Set Up Instructions

[ ] 17c. Budget (NonModular):

Enter complete detailed budget in InfoEd for each year as per instructions in the SF424 Guide.

[ ] 17d. Budget (Modular):

Enter budget in InfoEd for each year; enter cumulative amounts for all Other than Personnel Costs (OTPS), graduate studen costs, and all F&A excludable costs individually (e.g. equipment, patient care costs). Enter modules in modular budget tab.

[ ] Sponsor Credentials Field in the Personnel tab

For each senior/key personnel and Other Significant Contributor, enter the person's eRA Commons ID in the Sponsor Credentials field.

[ ] Submit to the GCO. Only the PI can "finalize" the InfoEd application.   ●Finalize S2S Instructions

[ ] Use the "XML Validation" and the "NIH Commons Validation Submit" features to check early and fix any technical errors. Technical errors can delay and/or prevent your application from being accepted by the NIH. See slides 4 -7 in the "Finalize *S2S Instructions" above.*

Bibliography & References Cited

9. Bibliography & References Cited

Who must complete the "Bibliography & References Cited" attachment:

The "Bibliography & References Cited" attachment is required unless otherwise noted in the FOA.

Format:

Attach this information as a PDF file. See the Format Attachments page. Use of hyperlinks and URLs in this section is not allowed unless specified in the funding opportunity announcement.

Content:

See the following instructions for which references to include in the "Bibliography and References Cited" attachment.

> ▶ **Additional Instructions for Research:**
>
> The "Bibliography & References Cited" attachment should include any references cited in G.400 - PHS 398 Research Plan Form and in the G.500 - PHS Human Subjects and Clinical Trials Information form.

When citing articles that fall under the Public Access Policy, were authored or co-authored by the applicant, and arose from NIH support, provide the NIH Manuscript Submission reference number (e.g., NIHMS97531) or the PubMed Central (PMC) reference number (e.g., PMCID234567) for each article. If the PMCID is not yet available because the Journal submits articles directly to PMC on behalf of their authors, indicate "PMC Journal – In Process." NIH maintains a list of such journals.

Citations that are not covered by the Public Access Policy, but are publicly available in a free, online format may include URLs or PubMed ID (PMID) numbers along with the full reference.

Active hyperlinks in this section are not allowed. The references should be limited to relevant and current literature. While there is not a page limitation, it is important to be concise and to select only those literature references pertinent to the proposed research.

You are allowed to cite interim research products. Note: interim research products have specific citation requirements. See related Frequently Asked Questions for more information.

Flattening PDFs

6. When submitting PDFs to eRA Commons, particularly for RPPRs and Just-in-Time, I am getting an error telling me to "ensure all files are flattened PDFs." What does "flattening" a PDF mean and how do you do it?

A PDF that has fillable fields, electronic signatures, text boxes or images inserted, becomes layered with each of these elements representing a layer. Flattening a PDF merges these separate elements into one flat layer. There are a number of methods to flatten a PDF, the easiest of which is to print it as a PDF.

To do this, go to File>Print, select the printer option from the menu that has a PDF option. Depending on the software available to you, the specific option may vary from the one shown below. Click the Print button and name the file.
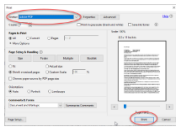
Figure 1: A print dialog box with the Printer field set to Adobe PDF

In this process, you are exporting the layered PDF to the printer and saving it as a simple (flattened) PDF.

NIH Foreign Components Definition

Foreign component	The performance of any significant scientific element or segment of a project outside of the United States, either by the recipient or by a researcher employed by a foreign organization, whether or not grant funds are expended. Activities that would meet this definition include, but are not limited to, (1) the involvement of human subjects or animals, (2) extensive foreign travel by recipient project staff for the purpose of data collection, surveying, sampling, and similar activities, or (3) any activity of the recipient that may have an impact on U.S foreign policy through involvement in the affairs or environment of a foreign country. Examples of other grant-related activities that may be significant are: • collaborations with investigators at a foreign site anticipated to result in co-authorship; • use of facilities or instrumentation at a foreign site; or • receipt of financial support or resources from a foreign entity. Foreign travel for consultation is not considered a foreign component. (See Grants to Foreign Organizations, International Organizations, and Domestic Grants with Foreign Components chapter in IIB).

Please refer to this GCO Guidance document for more information.

GCO Foreign Components Guidance > IV. Competitive Grant Applications

Letters of Support

9. Letters of Support

Content:

Attach a file with all letters of support, including any letters necessary to demonstrate the support of consortium participants and collaborators such as Senior/Key Personnel and Other Significant Contributors included in the grant application.

Letters should stipulate expectations for co-authorship, and whether cell lines, samples, or other resources promised in the letter are freely available to other investigators in the scientific community or will be provided to the particular investigators only.

For consultants, letters should include rate/charge for consulting services and level of effort / number of hours per budget period anticipated. In addition, letters ensuring access to core facilities and resources should stipulate whether access will be provided as a fee-for-service.

Material Transfer Agreements may be included in this section.

Letters must focus on the topics listed above and not contain data / figures / tables / graphs, preliminary data, methods, background and significance details that are expected to be found in Research Strategy section of the application. Letters of Support serve to describe terms of a collaboration or consultation and also are not de facto letters of reference from persons not actively participating in the project. Applications with letters containing such excess information may be withdrawn from the review process.

Letters are not required for personnel (such as research assistants) not contributing in a substantive, measurable way to the scientific development or execution of the project.

Do not include consultant biographical sketches in the "Letters of Support" attachment, as consultant biosketches should be in the "Biographical Sketch" section.

Print to Image

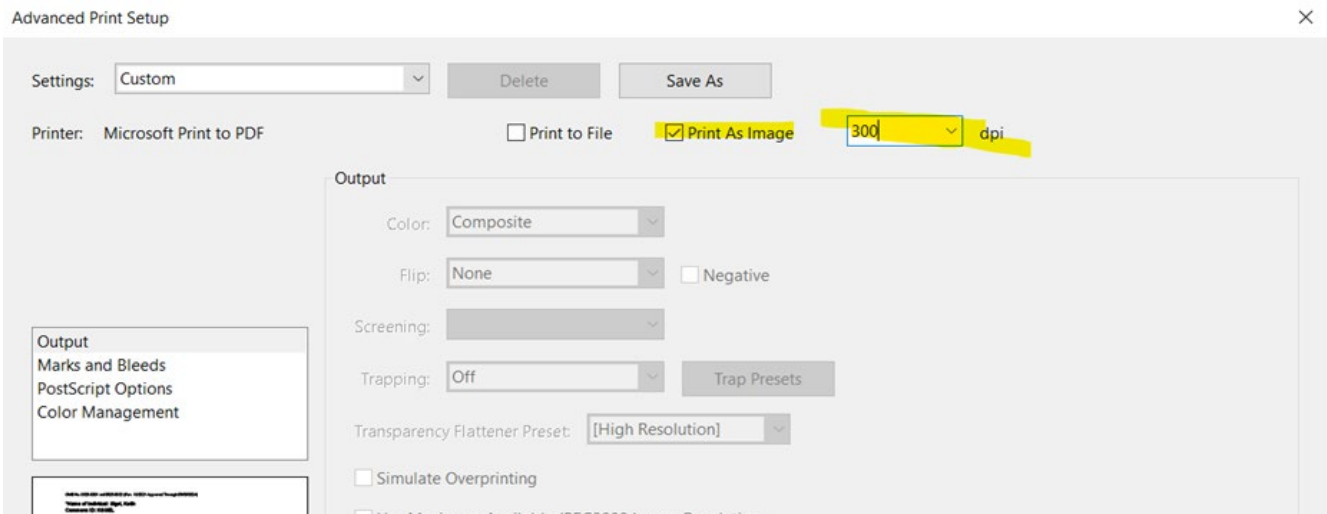Printing to Image deactivates hyperlinks. Please follow these instructions.

Step 1 - Go to File > Print to PDF > Advanced
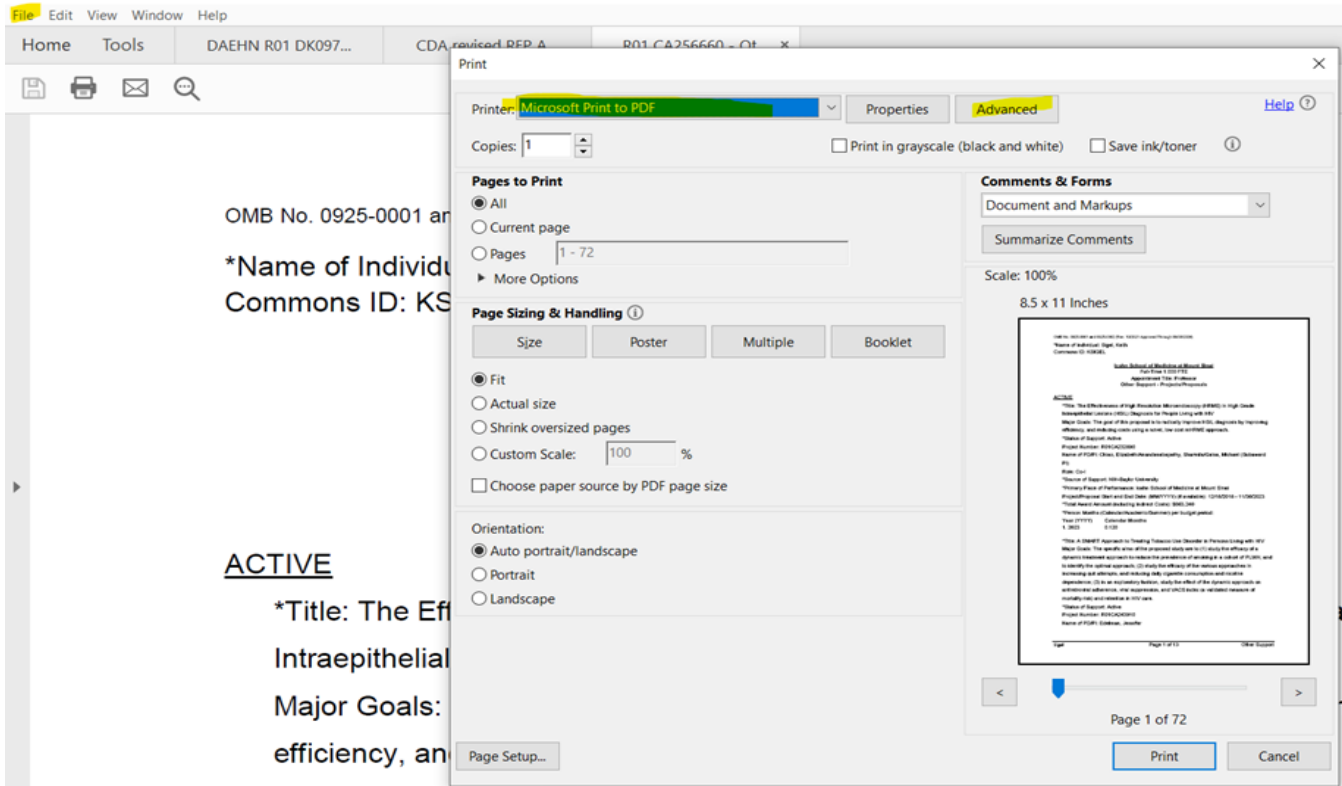
Step 2
Click the box next to 'Print As Image' and set the dpi. For References, you may have to try different dpis to be sure you get a clear image.
Recommendation: Print at minimum of 300 dpi. Lower than 300 dpi produces blurry images.

Ink Manager

		Name	Frequency	Angle	
🖨	🟦	Process Cyan	85.000	105.000	
🖨	🟪	Process Magenta	85.000	75.000	
🖨	🟨	Process Yellow	85.000	90.000	
🖨	⬛	Process Black	85.000	45.000	

Frequency: 85 Ipi Angle: 105° Ink Manager Reset

OK   Cancel

Resource Sharing Plan

10. Resource Sharing Plan(s)

Note: Effective for due dates on or after January 25, 2023, Data Management and Sharing (DMS) Plans are now included in Section 11. Other Plan(s). Plans for Genomic Data Sharing should be provided as part of the Data Management and Sharing Plan.

Format:

Attach this information as a PDF file. See NIH's Format Attachments page.

Content:

Sharing Model Organisms: Regardless of the amount requested, all applications where the development of model organisms is anticipated are expected to include a description of a specific plan for sharing and distributing unique model organisms or state why such sharing is restricted or not possible. **For more information**, see the NIH Grants Policy Statement, Section 8.2.3.2: Sharing Model Organisms.

Research Tools:

NIH considers the sharing of unique research resources developed through NIH-sponsored research an important means to enhance the value and further the advancement of the research. When resources have been developed with NIH funds, and the associated research findings published or provided to NIH, it is important that they be made readily available for research purposes to qualified individuals within the scientific community. For more information, see the Research Tools Policy on the NIH Scientific Data Sharing Website and the NIH Grants Policy Statement, Section 8.2.3: Sharing Research Resources.

Single IRB (sIRB)

Consider if a sIRB is required and decide if you would like ISMMS or an external IRB.

If you would like ISMMS to consider serving as the sIRB, PIs must consult with the PPHS regarding fees and include the cost in their budget.

• Please fill out the HRP-230 form and email to irb@mssm.edu for consideration at least two weeks prior to grant submission.

• If the ISMMS IRB agrees to serve as the sIRB, PPHS staff will provide sIRB fees to include in the budget and a letter of support from the PPHS Executive Director.

• Additional information is available at: https://icahn.mssm.edu/research/pphs/guidance/r2s

• E-Mail   Jennifer.Kucera@mssm.edu   with any questions.