OSP Checklist

NIH Director’s New Innovator Award Program (DP2)

✓ Read the solicitation: RFA-RM-17-006
✓ Proposal must be submitted by grants.gov by 5 p.m. local time on September 8, 2017
✓ In all cases the SF 424 and instructions in the RFA takes precedence over these guidelines.
✓ Applicants must meet the definition of Early Stage Investigator. An ESI is a new investigator (defined as a PD/PI who has not completed successfully for a significant NIH independent research award) who is within 10 years of completing his/her terminal research degree or is within 10 years of completing medical residency (or the equivalent)
✓ PI must commit at least 25% of their research effort to activities supported by this award.

REQUIRED COMPONENTS:

SF424 (R&R) :

• Field 4b Federal Identifier –[in KC = Agency Routing Identifier]: Designate two scientific areas, a primary and secondary, from the list in the Program Announcement. For each of the two science area designations enter the one-digit code followed by one space and then the corresponding abbreviation. Separate the two entries by a semicolon.
• Field 8 Type of Application - Must be “new”
• Field 13 Proposed Project – The start date should be September 30, 2018 and the end date should be June 30, 2023.
• Field 15a. Total Federal Funds Requested: Enter $1,500,000.
Field 15b. Total Non-Federal Funds: Enter $0.
Field 15c. Total Federal & Non-Federal Funds: Enter $1,500,000.
Field 15d. Estimated Program Income: Enter $0.
Note: The Budget Request is entered only on Lines 15a and c, as described above. F&A is determined at the time of award.

Project/Performance Site Location(s) – complete and submit.

SF 424(R&R) Other Project Information Component

• Field 7: Project Summary/Abstract: summary of the proposed activity suitable for dissemination to the public. This section must be no longer than 30 lines of text
• Field 8: Project Narrative: Using no more than two or three sentences, describe the relevance of this research to public health.
• Field 9: Bibliography & References Cited: DO NOT USE. Not required, but may be included in the essay and are included in the ten-page limit
• Field 10. Facilities & Other Resources: Upload a brief statement (1 page maximum) of the facilities to be used for the conduct of the research.
• Field 11: Equipment: DO NOT USE.
• Field 12: Other Attachments: DO NOT USE
SF 424(R&R) Senior/Key Person Profile Expanded Component
All instructions in the SF424 (R&R) Application Guide must be followed, with the following modifications

- **Profile – PD/PI – Attach Biographical Sketch**: Attach PD/PI’s biographical sketch, follow instructions on the SF424 (R&R) application guide.

- **Profile – PD/PI – Attach Current and Pending Support**: Attach a list of Current and Pending Support from all sources, including current year direct costs and percent effort devoted to each project.

No biographical sketches of potential collaborators or other key personnel are to be submitted and will not be accepted. Information on potential collaborators is not required but may be included in the Essay.

R&R or Modular Budget Component – A detailed budget is not requested and will not be accepted.

PHS 398 Research Plan
All instructions in the SF424 (R&R) Application Guide must be followed, with the following additional instructions:

Research Plan Attachments

- **Field 1. Introduction to Application**: DO NOT USE
- **Field 2 Specific Aims – 1 page limit**: DO NOT USE.
- **Field 3. Research Strategy**: Submit an essay of no more than 10 pages organized as follows:
  1. *Project science areas*: Provide 1-digit code and abbreviation for primary and secondary science areas at beginning of essay – same as "Agency Routing Identifier" information.
  2. *Project Description*
  3. *Innovativeness*
  4. *Investigator qualifications*
  5. *Suitability for the New Innovator Project*
  6. *Statement of Commitment* (will commit a minimum of 25% research effort to the project)

- **Field 4. Progress Report Publication List**: DO NOT USE
- **Fields 5-7**: Complete if Human Subjects are part of application. See Application Guide. Note, if human, should there also be an inclusion enrollment report attached?
- **Field 8**: Complete if Animals are part of application. See Application Guide.
- **Field 9. Select Agent**: Complete if necessary, see Application Guide.
- **Field 10. Multiple PD/PI Leadership Plan**: Do not use, not allowed.
- **Field 11. Consortium/Contractual Arrangements**: Do not use.
- **Field 12. Letters of Support**: Do not use, not allowed.
- **Field 13. Resource Sharing**: For this FOA, the Resource Sharing Plans will be expected as Just in Time information if an award is being considered.
- **Field 14. Appendix**: most likely will not be used.

PHS Assignment Request Form
All instructions in the SF424 (R&R) Application Guide must be followed with the following modification. Since all applications are received as "Office of the Director" applications and are reviewed by a single Special Emphasis Panel, applicants should not request assignment to a particular review panel or awarding component. Since letters of collaboration and biosketches of collaborators are not allowed, provide the names of collaborators here to identify them for exclusion during reviewer assignment.

Helpful Links:


http://grants.nih.gov/grants/forms_page_limits.htm

https://grants.nih.gov/grants/how-to-apply-application-guide.html#sub

https://commonfund.nih.gov/newinnovator/faq