Help Your Application Get to the Right Study Section

Find a Study Section

Applications are reviewed in Study Sections (Scientific Review Group, SRG). Integrated Review Groups (IRGs) are clusters of Study Sections based on scientific discipline.

| Enter Search Keywords | Go |

http://www.csr.nih.gov/

Help Your Application Get to the Right Institute

Match your application to NIH:

- Projects: Related research on the same scientific topic

- FOAs: Funding Opportunity Announcements for the topic area

- Institutes: Programs that are funding research in this topic area

http://ProjectRePORTER.NIH.gov

Cover Letter

The cover letter should be used for a number of important purposes:

- Suggest Institute/Center assignment
- Suggest review group assignment
- Identify individuals in potential conflict and explain why
- Identify areas of expertise needed to evaluate the application
- Discuss any special situations

It is NOT appropriate to use the cover letter to suggest specific reviewers.

http://www.csr.nih.gov/coverletter

Sample Cover Letter

Please assign this Phase I SBIR "Drugs for Retinoblastoma Treatment" (RFA-CS-00-000) to the following:

Institutes/Centers

National Cancer Institute

National Eye Institute

Scientific Review Group
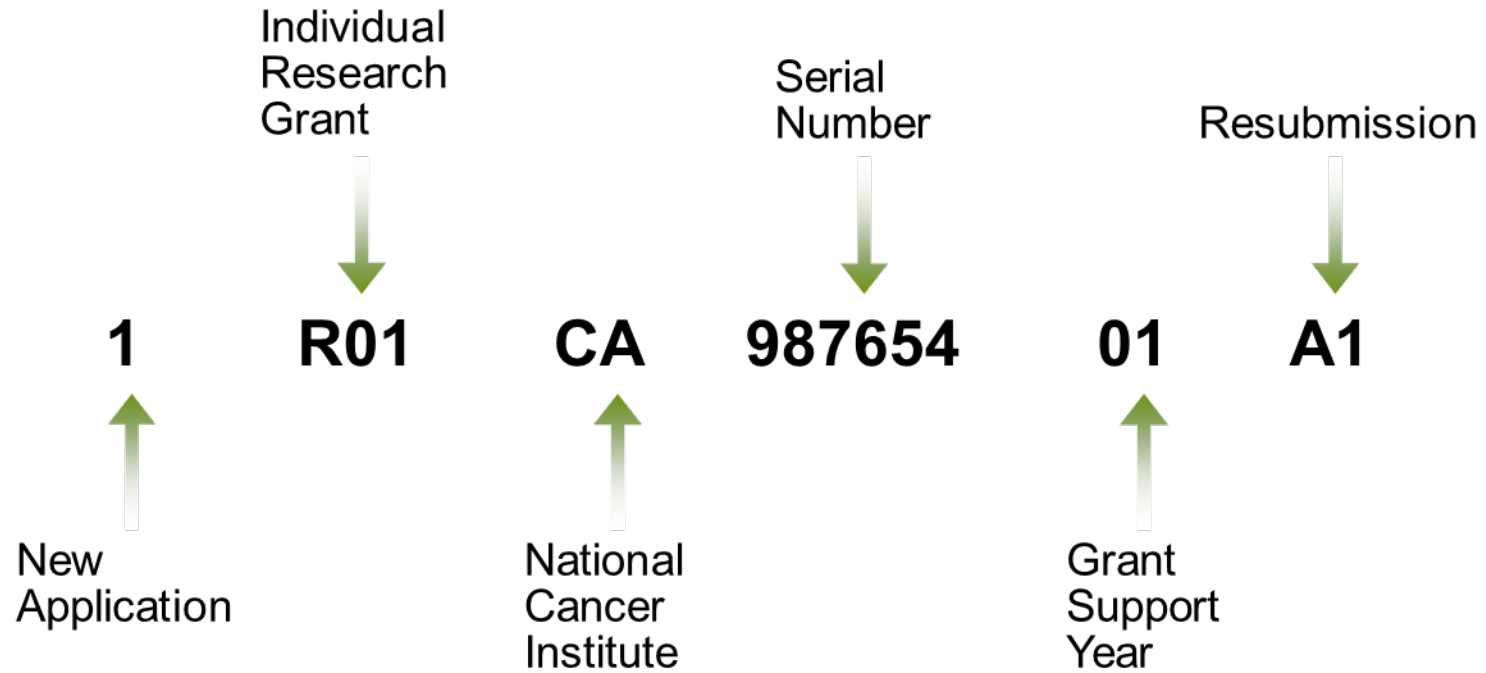
Cancer Drug Development & Therapeutics

Please do not assign this application to the following:

Scientific Review Group

Biological Chemistry, Biophysics, and Drug Discovery

This study focuses on a new in vitro model for testing drugs for treatment of retinoblastoma, <u>not</u> the synthesis of new chemotherapeutic agents.

Sample Application Number

Individual Research Grant

Serial Number

Resubmission

1   R01   CA   987654   01   A1

New Application

National Cancer Institute

Grant Support Year

How NOT to Submit a Late Application

Start Early!

- Application must be accepted **TWICE**: Grants.gov and NIH

Check eRA Commons for your submitted application
(e-mails are sent but can be caught in SPAM filters)

- High volume at deadlines slows processing/validation time
- On time application = submitted error-free by 5 PM local time on due date
- Errors cause rejection – Warnings are error-free and accepted
- **No error correction window that extends deadline**

9-Point Scoring Scale

Impact	Score	Descriptor
High Impact	1	Exceptional
	2	Outstanding
	3	Excellent
Medium Impact	4	Very Good
	5	Good
	6	Satisfactory
Low Impact	7	Fair
	8	Marginal
	9	Poor

Scoring

9-point score scale is used to provide:

- Criterion Scores for each of the 5 core review criteria
- Overall Impact/Priority Score based on but not a sum of the core criterion scores plus additional criteria

All applications receive scores:

- Not discussed applications will receive only initial criterion scores from the three assigned reviewers.
- Discussed applications also receive an averaged overall impact score from eligible (i.e., without conflicts of interest) panel members.

Inclusion of Women and Minorities

Proposed clinical research must include:

- Plans for the inclusion of minorities and members of both genders, as well as the inclusion of children.

  or

- A clear and compelling justification indicating that inclusion is inappropriate due to the health of the subjects or the purpose of the research.

http://grants.nih.gov/grants/funding/women_min/women_min.htm

Check the Status of Your Application in NIH Commons

Your Summary Statement

- Scores for each review criterion

- Critiques from assigned reviewers

- Administrative notes if any

If your application is discussed, you also will receive:

- An overall impact/priority score and percentile ranking

- A summary of review discussion

- Budget recommendations

Summary Statement

New and Early Stage Investigators

- New Investigator (NI)
  - PD/PI who has not yet <u>competed successfully</u> for a substantial NIH independent research award

- Early Stage Investigator (ESI)
  - PD/PI who qualifies as a New Investigator AND is within 10 years of completing the terminal research degree or is within 10 years of completing medical residency (or equivalent)

http://grants.nih.gov/grants/new_investigators/

View the Video

Jumpstart Your Research Career with CSR's Early Career Reviewer Program

www.csr.nih.gov/video/video.asp

How to Apply for the
Early Career Reviewer Program

- Instructions are at www.csr.nih.gov/ECR

- If eligible, your name will be placed into our ECR database

- You will be invited to serve as an ECR when your expertise is needed for particular applications

When Preparing an Application

- Read instructions
- Never assume that reviewers will know what you mean
- Refer to pertinent literature
- Don't overstate the significance of your research
- State rationale of proposed investigation
- Include well-designed tables and figures
- Present an organized, lucid write-up
- Don't be overly ambitions
- Obtain pre-review from colleagues at your organization

Insider's Guide to Peer Review for Applicants:
http://www.csr.nih.gov/applicantresources/insider

What Reviewers Look for in Applications

- Significance and impact

- Exciting ideas

- Clarity

- Ideas they can understand -- Don't assume too much

- Realistic aims and timelines -- Don't be overly ambitious

- Brevity with things that everybody knows

- Noted limitations of the study

- A clean, well-written application

Insider's Guide to Peer Review for Applicants:
http://www.csr.nih.gov/applicantresources/insider

Insider's Guide to Peer Review for Applicants

Advice from CSR Study Section Chairs

http://www.csr.nih.gov/applicantResources/Insider

NIH Guide
For Grants and Contracts
U.S. Department of Health and Human Services

- Announces NIH Scientific Initiatives

- Provides NIH Policy and Administrative Information

- Supplies links to application forms

- Available on the NIH Web Site: http://www.nih.gov

A Window to Your Application: eRA Commons

eRA Commons is an online interface where a grant applicant can:

- Check submitted grant application for errors and warnings and view final image

- Track review assignment, view review outcomes (score, summary statements), find contact info

- Update Personal Profile to ensure Early Stage Investigator eligibility is in place

- Submit pre-award information (just in time)

- View Notice of Award and other key documents

And much more!

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

NIH Encourages Applicants to Describe their Research in Terms Easily Understood by Reviewers, Scientists, Congress and the Public

Titles, statements of public health relevance & abstracts should:

- Convey value of research in plain language
- Be understandable by both scientists and the public
- Clearly relay the potential impact of the research on health

The public accesses funded NIH grant info through
http://ProjectRePORTER.NIH.gov

Examples and more info: http://grants.nih.gov/grants/plain_language.htm

NIH's Resubmission Policy

After an unsuccessful new (A0) application or an unsuccessful resubmission (A1) application, you may submit a new (A0) application with the same idea as long as your summary statement has been issued.

NIH Guide Notices

- [NOT-OD-14-074](NOT-OD-14-074)
- [NOT-OD-14-082](NOT-OD-14-082)

Resubmission FAQs

http://grants.nih.gov/grants/policy/resubmission_q&a.htm
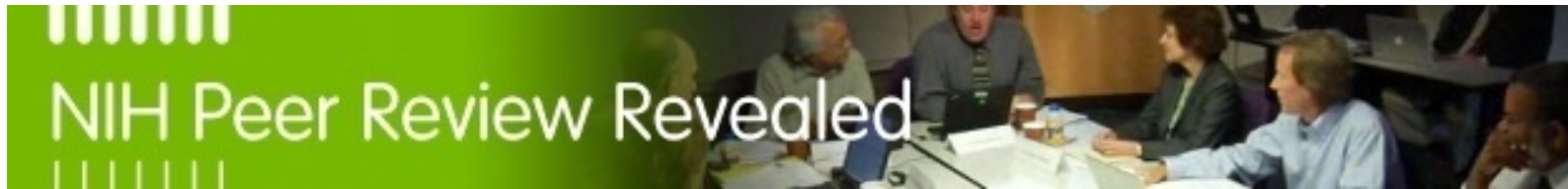
View the Videos

- **NIH Peer Review Revealed**

- **Jumpstart Your Research Career with CSR's Early Career Reviewer Program**

- **NIH Tips for Applicants**

- **What Happens to Your NIH Grant Application**

http://www.csr.nih.gov/video/video.asp

Meet the Experts in NIH Peer Review Webinars

For Researchers Seeking:

- R01 Grants
- Fellowship Awards
- AREA/R15 Grants
- Small Business Grants

www.csr.nih.gov/webinar

NIH Peer Review Information on the Web

National Institutes of Health: http://www.nih.gov

- **Office of Extramural Research**
  http://www.nih.gov/grants/oer.htm

- **Grants Policy**
  http://www.nih.gov/grants/policy/policy.htm

- **Electronic Submission**
  http://era.nih.gov/ElectronicReceipt

Center for Scientific Review: http://www.csr.nih.gov

- **Resources for Applicants**
  http://www.csr.nih.gov/ResourcesforApplicants

- **CSR Study Section Descriptions**
  http://public.csr.nih.gov/StudySections

- **CSR Rosters and Meeting Dates**

  http://public.csr.nih.gov/RosterAndMeetings

Your Application Was Reviewed
What Do You Do Next?

Visit NIH's Next Steps Website

Application Number: 2 R01 MH12345-06

Principal Investigator
JOHN LENNON
Applicant Organization: IMAGINE INSTITUTE

Review Group: MSLG-AARR-S (40)
Center for Scientific Review Special Emphasis Panel

Meeting Date: RFA/PA: PAR22-123
Council: OCT 2012   PCC: B123MS
Requested Start: 12/01/2012

Project Title: **Music to Soothe Anxieties**

SRG Action: Impact Score: 60
Next Steps: Visit http://grants.nih.gov/grants/next_steps.htm
Human Subjects: 10-No human subjects involved
Animal Subjects: 10-No live vertebrate animals involved for competing appl.

Project Year	Direct Costs Requested	Estimated Total Cost
6	1,000,000	2,000,000
7	1,008,000	2,200,000
8	1,016,000	2,300,000
9	1,032,000	2,340,000

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

CSR Web Site

- About CSR

- Applicant Resources

- Study Sections

- Rosters and Meetings

http://www.csr.nih.gov

Key NIH Review and Grants Web Sites

NIH Center for Scientific Review

http://www.csr.nih.gov

NIH Office of Extramural Research

http://grants.nih.gov/

The NIH Web Site

http://www.nih.gov

Helpful Handouts

Insider's Guide to Peer Review

What Happens to Your Grant Application

NIH Grant Application Useful Web Links

http://www.csr.nih.gov/publications/