

NIH RESEARCH PROJECT GRANT CHECKLIST (R03, R21, R01, R34, etc)

Project Title -- Maximum 200 characters & spaces		
LOI - due date	See FOA	As applicable
BUDGET/BUDGET JUSTIFICATION		
Detailed Budget	Use Forms	As applicable
Budget Justification (DMS plan budget expenses described here for detailed budgets)	No Limit	As applicable
Modular Budget (only for R01, R03, R15, R21, & R34)	Use Forms	As applicable
Personnel Justification	No Limit	As applicable
Additional Narrative - Explain uneven modules; IDC and Fringe rate info; DMS Plan budget exp desc here for Modular	No Limit	As applicable
OTHER PROJECT INFORMATION		
Project Abstract/Summary	Max 30 Lines	REQUIRED
Project Narrative (Public Relev)	2-3 Sentences	REQUIRED
Bibliography & References	No Limit	As applicable
Facilities & Other Resources	No Limit	REQUIRED
Equipment	No Limit	As applicable
Other Attachments (If requested in FOA)	No Limit	As applicable
Cover Letter -- Assignment Requests no longer accepted in Cvr Ltr	No Limit	Optional
KEY PERSONNEL		
Biosketch inc pers stnt w/ 4 pubs cited; 5 sig contrib sci w/4 max pub cited ea contrib; Res support <3 yrs old or link to My Biblio .gov only; inc PMCID # if applicable	Limit 5 Pages	REQUIRED-5/2021 Chgs to B Positions, Scientific Appts, & Honors; D, removed
RESEARCH PLAN		
Introduction [resubmission/revisions only]	Limit 1 Page	As applicable
Specific Aims	Limit 1 Page	REQUIRED
Res Strategy [R03, R21 - 6 pages; R01 - 12 pages]	6 or 12 Pages	REQUIRED
• Significance (incl Scientific Premise); • Innovation; • Approach		
Progress Report Publication List [Renewals only]	No Limit	As applicable
OTHER RESEARCH PLAN SECTIONS		
Vertebrate Animals	No Limit	As applicable
Select Agent Research (infectious & select agents)	No Limit	As applicable
Multi PI Leadership Plan	No Limit	As applicable
Consortium/Contractual agr's	No Limit	As applicable
Letters of support (Required for R36)	No Limit	As applicable
Resource Sharing Plan [Model organisms and GWAS as applicable]	No Limit	Generally required
Other Plans -- Data Management & Sharing Plan	Typ <=2 pgs.	REQUIRED
Authent key Bio and/or Chem Resources attcht (Other Attachments)	1 Page Sugg.	As applicable
Appendix [not used to circumvent page limits]	10 Doc Limit	As applicable
HUMAN SUBJECTS --A. files for all types C. add'l files for clinical trials		
	Study Record Title up to 600 characters	
A. Inclusion of Individuals Across the Lifespan	No Limit	Required
A. Inclusion of Women & Minorities	No Limit	Required
A. Recruitment & Retention Plan	No Limit	Required
A. Study Timeline	No Limit	Required
A. Inclusion Enrollment Report	Online Form	Required
A. Protection of Human Subjects	No Limit	Required
C. Single IRB Plan - if Yes to multi-site Study	No Limit	As applicable
C. Data Safety & Monitoring Plan	No Limit	Required if CT
C. Overall Structure of Study Team * if 'yes' appointing Data Safety Monit Bd	No Limit	As applicable
C. Statistical Design & Power	No Limit	Required if CT
C. Dissemination Plan	No Limit	Required if CT
C. Other Clinical Trial Attachments - only attach req in opportunity	up to 10	
PHS Assignment Request Form (previously included in cover letter)	Online Form	Strongly Suggested
Also consider (if applicable)		
Consortium Documents: Budget, Justification, Ltr Support, SOW	R&R Form	As applicable
Misc		
FCOI on IRBNet		REQUIRED

Fonts -
Arial,
Georgia,
Helvetica;
Palatino
Linotype

Font Size
11 points or
larger

Margins at
least 1/2
inch all
sides; no
info in
margins,
headers/fo
oters

Sgl column,
no headers,
footers

Hum Subj
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Sect 1-4
Clinical
Trial; Sect
1-3 Non-
Clinical
Trial

Form H - 01/23/2023

Postdocs as PI on non fellowship -- need letter from faculty providing lab space; include faculty KR 0% show connection/support. Also, Faculty need explanation if not including grad student support