

# Sponsored Programs Administration Buzz Session

**May 22, 2024**

**12:10 – 1:00 PM CT**



# Agenda

- NIH Research Career Development Awards (“K” or “CDA”)
- Q&A



# NIH K Awards – The What?

- Individual mentored awards
- Career transition awards
- Independent awards
- Institutional scientist development programs



# NIH K Awards – The Who?

- Typically, the PD/PI (candidate)
  - At the time of award
    - Holds a full-time appointment at academic institution
      - VA appointments are not counted as part of academic institution appointment
    - U.S. citizen or a non-citizen national or lawfully admitted for permanent residence
  - Must commit 9 PMs (75% effort) to project
- Other eligibility requirements
  - Early Stage Investigator?
  - Potential extension to eligibility period



# NIH K Awards – The Where?

<https://grants.nih.gov/grants/how-to-apply-application-guide/forms-h/career-forms-h.pdf>

Applicant organization = Proposed site



# NIH K Awards – The When?

## *Standard deadlines (non-AIDS)*

Cycle	Type	Notify SPA	Release to SPA by COB	Due to NIH	Earliest Start Date
II	New	5/29/2024	6/7/2024	<b>6/12/2024</b>	4/1/2025
III	New	10/1/2024	10/10/2024	<b>10/15/2024*</b>	7/1/2025
I	New	1/29/2025	2/7/2025	<b>2/12/2025</b>	9/1/2025
II	Resubmission**	6/28/2024	7/9/2024	<b>7/12/2024</b>	4/1/2025
III	Resubmission**	10/29/2024	11/7/2024	<b>11/12/2024</b>	7/1/2025
I	Resubmission**	2/26/2025	3/7/2025	<b>3/12/2025</b>	9/1/2025

\* Adjusted for weekend and holiday

\*\* Renewals generally not allowed



# NIH K Awards – The How?

## *Resources*

Notice of Funding Opportunity	<a href="https://researchtraining.nih.gov/programs/career-development">https://researchtraining.nih.gov/programs/career-development</a>
Application Guide	<a href="https://grants.nih.gov/grants/how-to-apply-application-guide/forms-h/career-forms-h.pdf">https://grants.nih.gov/grants/how-to-apply-application-guide/forms-h/career-forms-h.pdf</a>
Page Limits	<a href="https://grants.nih.gov/grants/how-to-apply-application-guide/format-and-write/page-limits.htm#car">https://grants.nih.gov/grants/how-to-apply-application-guide/format-and-write/page-limits.htm#car</a>
Grants Policy Statement	<a href="https://grants.nih.gov/grants/policy/nihgps/HTML5/section_12/12_research_career_development__k__awards.htm">https://grants.nih.gov/grants/policy/nihgps/HTML5/section_12/12_research_career_development__k__awards.htm</a>
FAQs	<a href="https://researchtraining.nih.gov/resources/faq">https://researchtraining.nih.gov/resources/faq</a>

# NIH K Awards - NOFOs

R01 Clinical Trial N 06-05-2024

Copy/Transform Proposal

Duplicate a proposal or copy the data from a proposal into a new proposal.

on Excellence (INE 05-22-2024)

Activity Code	Program	Type	NOFO	Release Date
K01	Mentored Research Scientist Career Development Award	Clinical Trial Required	PA-24-175	4/24/2024
		Clinical Trial Not Allowed	PA-24-176	4/24/2024
		Basic Experimental Studies with Humans Required	PA-24-177	4/24/2024
K02	Independent Research Scientist Development Award	Clinical Trial Required	PA-24-178	4/26/2024
		Clinical Trial Not Allowed	PA-24-179	4/24/2024
		Basic Experimental Studies with Humans Required	PA-24-180	4/26/2024
K08	Mentored Clinical Scientist Research Career Development Award	Clinical Trial Required	PA-24-181	4/24/2024
		Clinical Trial Not Allowed	PA-24-182	4/24/2024
		Basic Experimental Studies with Humans Required	PA-24-183	4/24/2024
K23	Mentored Patient-Oriented Research Career Development Award	Clinical Trial Required	PA-24-184	4/9/2024
		Clinical Trial Not Allowed	PA-24-185	4/9/2024
		Basic Experimental Studies with Humans Required	PA-24-186	4/9/2024
K24	Midcareer Investigator Award in Patient-Oriented Research	Clinical Trial Required	PA-24-187	4/25/2024
		Clinical Trial Not Allowed	PA-24-188	4/25/2024
		Basic Experimental Studies with Humans Required	PA-24-189	4/25/2024
K25	Mentored Quantitative Research Career Development Award	Clinical Trial Required	PA-24-190	4/23/2024
		Clinical Trial Not Allowed	PA-24-191	4/23/2024
		Basic Experimental Studies with Humans Required	PA-24-192	4/23/2024
K99/R00	Pathway to Independence Award	Clinical Trial Required	PA-24-193	4/24/2024
		Clinical Trial Not Allowed	PA-24-194	4/24/2024
		Basic Experimental Studies with Humans Required	PA-24-195	4/24/2024



# NIH K Awards – Which funder?

- Which agency and (if NIH) Institute/Center is your PI applying to?
- Parent versus agency- or I/C-specific opportunity
- Does your I/C participate in the Parent opportunity?
- I/C specific funding levels?



# NIH K Awards – Participating Organizations

## Components of Participating Organizations

NATIONAL INSTITUTES OF HEALTH (NIH)

National Heart, Lung, and Blood Institute (NHLBI)

National Human Genome Research Institute (NHGRI)

National Institute on Aging (NIA)

National Institute on Alcohol Abuse and Alcoholism (NIAAA)

National Institute of Arthritis and Musculoskeletal and Skin Diseases (NIAMS)

National Institute of Biomedical Imaging and Bioengineering (NIBIB)

Eunice Kennedy Shriver National Institute of Child Health and Human Development (NICHD)

National Institute on Deafness and Other Communication Disorders (NIDCD)

National Institute of Dental and Craniofacial Research (NIDCR)

National Institute of Diabetes and Digestive and Kidney Diseases (NIDDK)

National Institute on Drug Abuse (NIDA)

National Institute of Environmental Health Sciences (NIEHS)

National Institute of Mental Health (NIMH)

National Institute of Nursing Research (NINR)

National Institute on Minority Health and Health Disparities (NIMHD)

National Library of Medicine (NLM)

National Center for Complementary and Integrative Health (NCCIH)

National Cancer Institute (NCI)

All applications to this funding opportunity announcement should fall within the mission of the Institutes/Centers. The following NIH Offices may co-fund applications assigned to those Institutes/Centers.

Office of Research on Women's Health (ORWH)

Office of Data Science Strategy (ODSS)



# NIH K Awards – NOSIs

## Related Notices

See [Notices of Special Interest](#) associated with this funding opportunity

- **August 31, 2022-** Implementation Changes for Genomic Data Sharing Plans Included with Applications Due on or after January 25, 2023. See Notice [NOT-OD-22-198](#).
- **August 5, 2022-** Implementation Details for the NIH Data Management and Sharing Policy. See Notice [NOT-OD-22-189](#).

- For funding consideration, applicants must include "NOT-OD-24-079" (without quotation marks) in the Agency Routing Identifier field (box 4B) of the SF424 R&R form. Applications without this information in box 4B will not be considered for this initiative.

APPLICATION FOR FEDERAL ASSISTANCE <b>SF 424 R&amp;R</b>	<b>2. DATE SUBMITTED</b> <input type="text"/>	<b>Applicant Identifier</b> <input type="text"/>
	<b>3. DATE RECEIVED BY STATE</b> <input type="text"/>	<b>State Application Identifier</b> <input type="text"/>
<b>1. TYPE OF SUBMISSION</b> <input type="radio"/> Pre-application <input checked="" type="radio"/> Application <input type="radio"/> Changed/Corrected Application	<b>4. a. Federal Identifier</b> <input type="text"/>	<b>b. Agency Routing Number</b> <input type="text"/>
		<b>c. Previous Grants.gov Tracking ID</b> <input type="text"/>



# NIH K Awards – Budget

## Other Award Budget Information

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### Salary

The participating NIH Institutes and Centers will provide salary and fringe benefits for the award recipient (see [Table of IC-Specific Information, Requirements and Staff Contacts](#)). Further guidance on budgeting for career development salaries is provided in the [How to Apply - Application Guide](#).

In addition, the candidate may derive additional compensation for effort associated with other Federal sources or awards provided the total salary derived from all Federal sources does not exceed the maximum legislated salary rate (see [http://grants.nih.gov/grants/policy/salcap\\_summary.html](http://grants.nih.gov/grants/policy/salcap_summary.html)) and the total percent effort does not exceed 100%. See also [NOT-OD-17-094](#).

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### Other Program-Related Expenses

The participating NIH Institutes and Centers will provide research development support for the award recipient ([Table of IC-Specific Information, Requirements and Staff Contacts](#)). These funds may be used for the following expenses: (a) tuition and fees related to career development; (b) research-related expenses, such as supplies, equipment and technical personnel; (c) travel to research meetings or training; and (d) statistical services including personnel and computer time.

Salary for mentors, secretarial and administrative assistants, etc. is not allowed.

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### Indirect Costs

Indirect Costs (also known as Facilities & Administrative [F&A] Costs) are reimbursed at 8% of modified total direct costs.



# NIH K Awards – NOFO

## Section VII. Agency Contacts

We encourage inquiries concerning this funding opportunity and welcome the opportunity to answer questions from potential applicants.

Because of the difference in individual Institute and Center (IC) program requirements for this NOFO, prospective applications **MUST** consult the [Table of IC-Specific Information, Requirements, and Staff Contacts](#), to make sure that their application is responsive to the requirements of one of the participating NIH ICs. Prior consultation with NIH staff is strongly encouraged.

### Application Submission Contacts

eRA Service Desk (Questions regarding ASSIST, eRA Commons, application errors and warnings, documenting system problems that threaten on-time submission, and post-submission issues)

Finding Help Online: <https://www.era.nih.gov/need-help> (preferred method of contact)

Telephone: 301-402-7469 or 866-504-9552 (Toll Free)

General Grants Information (Questions regarding application processes and NIH grant resources)

Email: [GrantsInfo@nih.gov](mailto:GrantsInfo@nih.gov) (preferred method of contact)

Telephone: 301-637-3015

Grants.gov Customer Support (Questions regarding Grants.gov registration and Workspace)

Contact Center Telephone: 800-518-4726

Email: [support@grants.gov](mailto:support@grants.gov)

### Scientific/Research Contact(s)

See [Table of IC-Specific Information, Requirements and Staff Contacts](#).

### Peer Review Contact(s)

Examine your eRA Commons account for review assignment and contact information (information appears two weeks after the submission due date).

### Financial/Grants Management Contact(s)

See [Table of IC-Specific Information, Requirements and Staff Contacts](#).



# NIH K Awards – Application Guide



## **Additional Instructions for Career Development:**

Additional career development instructions will be denoted by a gray call-out box with green color coding and with the heading “Additional Instructions for Career Development” throughout these application instructions.



# NIH K Awards – Application SF424 RR: Cover letter

## Mentored CDA applications

- Must include a cover letter that contains list of references
  - Name
  - Departmental affiliation
  - Institution



# NIH K Awards – Application

RR Other Project Information: 7. Project Summary/Abstract

- Summarize research project
- Describe candidate's career development plan, candidate's career goals, and environment in which the career development will take place
- Limited to 30 lines of text





# NIH K Awards – Application

## RR Key Person

- PI (candidate)
- Mentor, co-mentors
  - Project role = Other Professional
  - Other project role = Mentor or Co-Mentor
  - Also provide Current & Pending Support
- Collaborators, consultants, advisory committee members, if applicable



# NIH K Awards – Application RR Key Person

Who?	Application	Commons	Also
Candidate	PD/PI	<ul style="list-style-type: none"><li>• Needs account with PD/PI role</li><li>• May also have other roles (e.g., Postdoc)</li></ul>	ORCID ID in Commons Personal Profile  <a href="https://era.nih.gov/erahelp/Commons/default.htm#orcid.htm">https://era.nih.gov/erahelp/Commons/default.htm#orcid.htm</a>
Mentor (or Co-Mentor)	Other Professional <ul style="list-style-type: none"><li>• Mentor (or Co-Mentor)</li></ul>	<ul style="list-style-type: none"><li>• Needs account with PD/PI role</li></ul>	



# NIH K Awards – Application

## RR Key Person: Current & Pending Support

- Relevant to the candidate's research plan
- Limited to three pages
- Include
  - Project Number
  - Source
  - Major Goals
  - Project / Proposal State and End Dates
  - Total Award Amount
- Do not include
  - Effort
  - Overlap



# NIH K Awards – Application

RR Budget: A. Senior/Key Persons

Only include PI

- Actual IBS
- Usually 9 PMs (75% effort)
- I/C limit for salary
  - Cost-share in ADIS Internal Forms



# NIH K Awards – Applications

RR Budget: F. Other Direct Costs: 1. Material and Supplies

Unless instructed differently in NOFO

- Enter the total research development support (I/C specific)
- All other budget fields (besides PI salary/benefits) should be left blank
- Details will be provided in Budget Justification



# NIH K Awards – Applications

## RR Budget: L. Budget Justification

- Salary and Benefits (I/C specific) for candidate
- Other Program-Related Expenses (I/C specific)
  - Tuition and fees
  - Supplies, equipment, technical personnel
  - Travel to research meetings or training
  - Statistical services, including personnel and computer time
  - DMSP costs
  - *Not allowed:* Salary for mentor
- Indirect: 8% MTDC



# NIH K Awards – Application

## PHS Human Subjects and Clinical Trials Information

CDA applicants who are proposing to gain clinical trial research experience under mentor's supervision

- Not all fields are required because study is not an *independent* clinical trial



# NIH K Awards – Application

PHS 398 Career Development Award Supplemental Form

- Candidate
- Research Plan
- Other Candidate Information (K05, K24)
- Mentor, Co-Mentor, Consultant, Collaborators
- Environment & Institutional
- Commitment to the Candidate
- Other Research Plan Sections
- Appendix





# NIH K Awards – Application

## PHS 398 Career Development Award Supplemental Form

*The candidate must work with the mentor(s) [and others] in preparing the application.*

Plans and Statements of Mentor and Co-mentor(s)		in application <i>Mentor, Co-Mentor, Consultant, Collaborators #8</i>
Letters of Support	from Collaborators, Contributors and Consultants	in application <i>Mentor, Co-Mentor, Consultant, Collaborators #9</i>
	from Advisory Committee Members (if applicable)	
Institutional Commitment to the Candidate's Research Career Development (Dean or Chair)		in application <i>Environment &amp; Institutional #11</i>
Description of Candidate's Contribution to Program Goals (if applicable) - AOR	For programs with a goal of promoting diversity in health-related research	in application <i>Environment &amp; Institutional #12</i>
Reference Letters		in Commons

# NIH K Awards – Application

PHS 398 Career Development Award Supplemental Form

Research Plan: 6. Training in the Responsible Conduct of Research

NIH: [https://grants.nih.gov/grants/policy/nihgps/HTML5/section\\_12/12.4.1\\_application.htm#Training](https://grants.nih.gov/grants/policy/nihgps/HTML5/section_12/12.4.1_application.htm#Training)

UNMC: <https://www.unmc.edu/gradstudies/current-students/responsible-conduct-research.html>

- Format
- Subject Matter
- Faculty Participation
- Duration of Instruction
- Frequency of Instruction



# NIH K Awards – Application

PHS 398 Career Development Award Supplemental Form

## Other Research Plan Sections

- 16. Resource Sharing
  - Sharing Model Organisms (if applicable)
  - Research Tools (if applicable)
- 17. Other Plan(s)
  - Genomic Data Sharing (if applicable)
  - Data Management and Sharing – applies to all research that results in the generation of scientific data



# NIH K Awards (Mentored) – Reference Letters

- At least three, but no more than five
- Individuals not directly involved in application, but familiar with candidate's qualifications
- List referees in cover letter
- Due the same day as application
- Can see in Commons that letters were received, but cannot see letters
- For due dates on or after 1/25/25
  - Updated instructions regarding structure
  - Process will remain the same



# NIH K Awards – Reference Letters

- Submitted directly in the Commons (login not required)
  - [Submit a Reference Letter](#)
  - To provide a reference letter for a fellowship or career development applicant
  - <https://public.era.nih.gov/commonsplus/public/reference/submitReferenceLetter.era>
- Will need to enter
  - PI's Commons ID
  - PI's last name
  - NOFO numbers
  - Confirmation number, *only if* making a change to letter for that application cycle
- Upload PDF, two-page maximum
- Letters are specific to the application cycle



# NIH K Awards – Post-Award

- *K award recipients are encouraged to obtain funding from other sources*
- May be able to reduce effort in final two years



# Q&A

<https://www.unmc.edu/spa/training/past-sessions.html>

