



# Mini Proposal Bootcamp

# Organizers:



Crystal Botham, PhD



Courtney Peña, PhD



Lily Xu



Miles Tyner

# Mini Bootcamp Activities:

## Workshops - Wednesdays 1-2:30 PM



Orit Rapaport, PhD

- Getting Started on Your Proposal
- Writing Crystal Clear Specific Aims
- Crafting a Compelling Training Plan
- Addressing the Why, What, & How of the Research Strategy

## Time to Write - Thursdays 4-6 pm



Leah Guthrie, PhD

- A time to work on your proposal or other writing project
- Zoom or in-person (Lorry Lokey Stem Cell Research Building)

\* In-person get \$5 gift card to Peet's

# Getting Started on your Proposal

01

Navigating the  
funding opportunity  
announcement

02

Understanding the  
review criteria

03

NIH Biosketch  
requirements

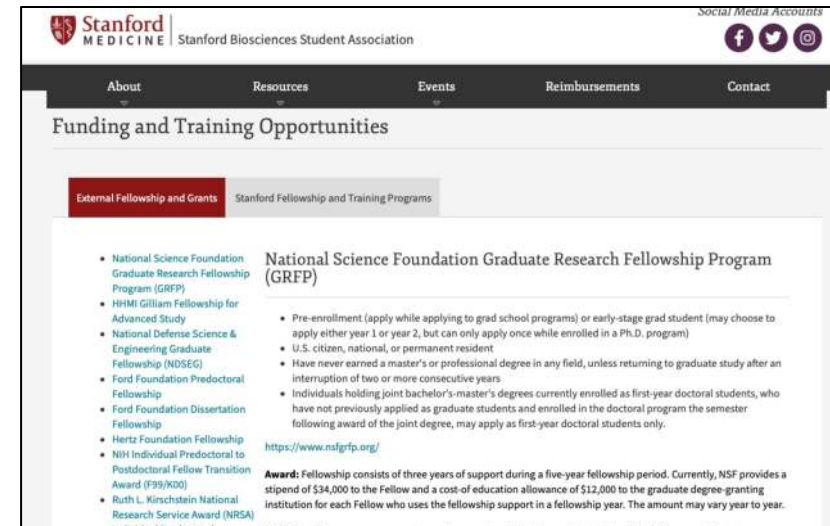
# Finding Funding

- Research Management Group
  - [Fellowships](#)
  - [Grants & Career Development Awards](#)
  - [Funding opportunities to support diversity](#)
- [Seed funding](#)
- [Searchable funding databases](#)
- Sign up for daily funding updates email:  
[rmg\\_communications@stanford.edu](mailto:rmg_communications@stanford.edu)

# Finding Funding – Graduate Students

- [SBSA's list of Funding and Training Opportunities](#)
- [Grant Writing Academy's Build your Funding Train](#)
- [2<sup>nd</sup> & 3<sup>rd</sup> year Incentive for submitting a proposal](#)

Breakout room #1  
will discuss  
graduate student  
funding  
opportunities



The screenshot shows the website for the Stanford Biosciences Student Association. The main heading is "Funding and Training Opportunities". There are two tabs: "External Fellowship and Grants" (selected) and "Stanford Fellowship and Training Programs". Under the selected tab, there is a list of various fellowships including the National Science Foundation Graduate Research Fellowship Program (GRFP), HHMI Gilliam Fellowship for Advanced Study, National Defense Science & Engineering Graduate Fellowship (NDSEG), Ford Foundation Predoctoral Fellowship, Ford Foundation Dissertation Fellowship, Hertz Foundation Fellowship, NIH Individual Predoctoral to Postdoctoral Fellow Transition Award (F39/K00), and Ruth L. Kirschstein National Research Service Award (NRSA). The National Science Foundation Graduate Research Fellowship Program (GRFP) is highlighted with a detailed description: "Pre-enrollment (apply while applying to grad school programs) or early-stage grad student (may choose to apply either year 1 or year 2, but can only apply once while enrolled in a Ph.D. program)", "U.S. citizen, national, or permanent resident", "Have never earned a master's or professional degree in any field, unless returning to graduate study after an interruption of two or more consecutive years", and "Individuals holding joint bachelor's-master's degrees currently enrolled as first-year doctoral students, who have not previously applied as graduate students and enrolled in the doctoral program the semester following award of the joint degree, may apply as first-year doctoral students only." The award details state: "Award: Fellowship consists of three years of support during a five-year fellowship period. Currently, NSF provides a stipend of \$34,000 to the Fellow and a cost-of-education allowance of \$12,000 to the graduate degree-granting institution for each Fellow who uses the fellowship support in a fellowship year. The amount may vary year to year." The URL <https://www.nsfgrfp.org/> is provided.



The screenshot shows the website for the Grant Writing Academy. The main heading is "Grant Writing Academy". There is a navigation menu with "About Us", "Graduate Students", "Publics", "Grants to Promote Diversity", "Events", and "Faculty". Below the navigation is a colorful train graphic with the text "Building Your Funding Train". The page is divided into sections: "Quick Links", "Early PreDoc", "Middle PreDoc", "Late PreDoc", "Early PreDoc", "Travel Awards", "Searchable Funding Links", and "PreDoc Writing Links". The "Early PreDoc" section is highlighted and contains the following text: "As a graduate student, you're looking for your next career stage whether it is in academia, industry, science communication, consulting, or writing a proposal to an important component of that training process." Below this text are two sub-sections: "Graduate Research Fellowship Program" and "Ford Foundation Predoctoral Fellowship". The "Graduate Research Fellowship Program" section includes the text "U.S. citizen or permanent resident" and "Meet Biosciences Educators". The "Ford Foundation Predoctoral Fellowship" section includes the text "Must be a graduate student" and "U.S. citizen or permanent resident or NSA".

# NIH programs prepare the skilled, creative and diverse biomedical researchers of tomorrow

Undergraduate and Postbaccalaureate Education

Predocctoral Training/Clinical Doctorate

Postdoctoral Training/Clinical Fellowship

Early Research Career Development

Investigator Development and Mentoring

## **Fellowships (NRSA)**

Individual: F30, F31, F32  
Institutional: T32

## **Career Development Awards**

Individual: K08, K23, K99/R00  
Institutional: K12, KL2

*During the Mini Proposal Bootcamp, we will use NIH Fellowships & Career Development Award as examples of funding opportunities for graduate students and postdocs.*

# Open a relevant Funding Opportunity Announcement (FOA):

- F31: <https://grants.nih.gov/grants/guide/pa-files/PA-21-051.html>
- F31 Diversity: <https://grants.nih.gov/grants/guide/pa-files/PA-21-052.html>
- F32: <https://grants.nih.gov/grants/guide/pa-files/PA-21-048.html>
- K99/R00: <https://grants.nih.gov/grants/guide/pa-files/PA-20-188.html>
- K99/R00 MOSAIC: <https://grants.nih.gov/grants/guide/pa-files/par-21-277.html>
- K08: <https://grants.nih.gov/grants/guide/pa-files/PA-20-203.html>

# NIH Fellowships

Provide mentored research training for promising candidates who have the *potential* to become productive, independent investigators

- Due Dates: April, August, & December \*
- Eligibility: U.S. citizen or permanent resident
- Duration (w/T32): F31: <5 years; F32: <3 years
- Effort: 100%; but 25% clinical activities OK ([NOT-OD-17-095](#))
- Payback requirement: First 12 months
- [NOT-OD-21-074](#): Childcare costs (\$2,500)

# NIH K Awards

Provide mentored individual and instructional research training opportunities designed to *launch* independent careers

- Due Dates: February, June, & October \*
- Eligibility: U.S. citizen or permanent resident, except parent K99/R00
- Duration: 3-5 years
- Effort: 75%

\* Some FOAs have different due dates

# Funding Opportunity Announcement (FOA)

## Instructions for applying

grants.nih.gov

Department of Health and Human Services  
Part 1. Overview Information

**Participating Organization(s)**  
National Institutes of Health (NIH)

**Components of Participating Organizations**  
National Center for Complementary and Integrative Health (NCCIH)  
National Cancer Institute (NCI)  
National Eye Institute (NEI)  
National Human Genome Research Institute (NHGRI)  
National Heart, Lung, and Blood Institute (NHLBI)  
National Institute on Aging (NIA)  
National Institute on Alcohol Abuse and Alcoholism (NIAAA)  
National Institute of Allergy and Infectious Diseases (NIAID)  
National Institute of Arthritis and Musculoskeletal and Skin Diseases (NIAMS)  
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 of Environmental Health Sciences (NIEHS)  
National Institute of Mental Health (NIMH)  
National Institute on Minority Health and Health Disparities (NIMHD)  
National Institute of Nursing Research (NINR)  
National Institute of Neurological Disorders and Stroke (NINDS)  
National Library of Medicine (NLM)  
Office of Research Infrastructure Programs (ORIP)  
National Institute on Drug Abuse (NIDA)  
National Institute of Biomedical Imaging and Bioengineering (NIBIB)  
National Institute of General Medical Sciences (NIGMS)

**Special Note:** Not all NIH Institutes and Centers participate in Parent Announcements. Applicants should carefully note which ICs participate in this announcement and view their respective areas of research interest and requirements at the [Table of IC-Specific Information, Requirements, and Staff Contacts](#) website. ICs that do not participate in this announcement will not consider applications for funding. Consultation with NIH staff before submitting an application is strongly encouraged.

**Funding Opportunity Title**  
Ruth L. Kirschstein National Research Service Award (NRSA) Individual Predoctoral Fellowship to Promote Diversity in Health-Related Research (Parent F31-Diversity)

**Activity Code**  
F31 Predoctoral Individual National Research Service Grant Award

**Announcement Type**  
Reissue of PA-20-251 - Ruth L. Kirschstein National Research Service Award (NRSA) Individual Predoctoral Fellowship to Promote Diversity in Health-Related Research (Parent F31-Diversity)

**Related Notices**  
None

**Funding Opportunity Announcement (FOA) Number**  
PA-21-052

**Companion Funding Opportunity**  
None

**Number of Applications**  
See Section III. 3. Additional Information on Eligibility.

**Catalog of Federal Domestic Assistance (CFDA) Number(s)**  
93.213, 93.398, 93.867, 93.172, 93.838, 93.837, 93.839, 93.840, 93.233, 93.866, 93.273, 93.855, 93.846, 93.865, 93.279, 93.173, 93.121, 93.847, 93.113, 93.242, 93.307, 93.853, 93.361, 93.879, 93.361, 93.879, 93.351, 93.859, 93.286

**Funding Opportunity Purpose**  
The purpose of this Ruth L. Kirschstein National Research Service Award (NRSA) Individual Predoctoral Fellowship to Promote Diversity in Health-Related Research award is to enhance the diversity of the health-related research workforce by supporting the research training of predoctoral students from diverse backgrounds including those from groups that are underrepresented in the biomedical, behavioral, or clinical research workforce. Through this award program, promising predoctoral students will obtain individualized, mentored research training from outstanding faculty sponsors while conducting well-defined research projects in scientific health-related fields relevant to the missions of the participating NIH Institutes and Centers. The proposed mentored research training is expected to clearly enhance the individual's potential to develop into a productive...

**Scientific Merit Review** Standard dates apply

**Advisory Council Review** Not Applicable for Fellowships

**Earliest Start Date** Standard dates apply

**Expiration Date** September 8, 2023

**Due Dates for E.O. 12372** Not Applicable

**Required Application Instructions**  
It is critical that applicants follow the Fellowship (F) instructions in the SF424 (R&R) Application Guide except where instructed to do otherwise (in this FOA or in a Notice from the NIH Guide for Grants and Contracts). Conformance to all requirements (both in the Application Guide and the FOA) is required and strictly enforced. Applicants must read and follow all application instructions in the Application Guide as well as any program-specific instructions noted in Section IV. When the program-specific instructions deviate from those in the Application Guide, follow the program-specific instructions. **Applications that do not comply with these instructions may be delayed or not accepted for review.**

There are several options available to submit your application through Grants.gov to NIH and Department of Health and Human Services partners. You must use one of these submission options to access the application forms for this opportunity.

- Use the NIH ASSIST system to prepare, submit and track your application online.  
[Apply Online Using ASSIST](#)
- Use an institutional system-to-system (S2S) solution to prepare and submit your application to Grants.gov and eRA Commons to track your application. Check with your institutional officials regarding availability.
- Use Grants.gov Workspace to prepare and submit your application and eRA Commons to track your application.

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Section V. Application Review Information  
Section VI. Award Administration Information  
Section VII. Agency Contacts  
Section VIII. Other Information

**Part 2. Full Text of Announcement**  
**Section I. Funding Opportunity Description**  
The overall goal of the NIH Ruth L. Kirschstein National Research Service Award (NRSA) program is to help ensure that a diverse pool of highly trained scientists is available in appropriate scientific disciplines to address the Nation's biomedical, behavioral, and clinical research needs. NRSA fellowships support the training of pre- and postdoctoral scientists, dual-degree investigators, and senior researchers. More information about NRSA programs may be found at the [NIH Research Training and Career Development](#) website.

The NIH recognizes a unique and compelling need to promote diversity in the biomedical, behavioral and clinical sciences research workforce. There are many benefits that flow from a diverse NIH-supported scientific workforce, including: fostering scientific innovation, enhancing global competitiveness, contributing to robust learning environments, improving the quality of the researchers, advancing the likelihood that underserved or health disparity populations participate in, and benefit from health research, and enhancing public trust. The purpose of the Kirschstein-NRSA Individual Predoctoral Fellowship to Promote Diversity in Health-Related Research (F31) is to provide support for mentored research training leading to the PhD or equivalent research degree, the combined MD/PhD degree, or another formally combined health professional degree and research doctoral degree in the biomedical, behavioral, or clinical sciences for individuals from diverse backgrounds. The goal of this program is to enhance diversity of scientists who are well prepared for research careers in the biomedical, behavioral, and clinical sciences, including those from underrepresented backgrounds, such as underrepresented racial and ethnic groups, persons with disabilities and those from disadvantaged backgrounds.

Candidates for this Kirschstein-NRSA F31 award are expected to propose a defined research project and training plan within the mission of the participating Institutes and Centers. The training plan should reflect the candidate's research project, which may be his/her dissertation research project, and facilitate and clearly enhance the individual's potential to develop into a productive, independent research scientist. The training plan should document the need for, and the anticipated value of, the proposed mentored research and training in relationship to the individual's research career goals.

It is expected that the mentored research training experience will provide:

- A strong foundation in rigorous research design, experimental methods, and analytic techniques appropriate to the proposed dissertation research;
- The enhancement of the candidate's ability to conceptualize and think through research problems with increasing independence;

SF424 Application Guide

**Other Project Information**  
All instructions in the SF424 (R&R) Application Guide must be followed.

**SF424(R&R) Senior/Key Person Profile Expanded**  
All instructions in the SF424 (R&R) Application Guide must be followed.

**IMPORTANT REMINDER:** The personal profile associated with the eRA Commons username entered in the Credential field for the PD/PI (fellowship applicant) must include an ORCID ID. For more information on linking an ORCID ID to an eRA Commons personal profile see the [ORCID topic in our eRA Commons online help](#).

**PHS Fellowship Supplemental Form**  
The PHS Fellowship Supplemental Form is comprised of the following sections:

- Fellowship Applicant
- Research Training Plan
- Sponsor(s), Collaborator(s), and Consultant(s);
- Institutional Environment & Commitment to Training
- Other Research Training Plan Sections
- Additional Information
- Budget
- Appendix

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

**Fellowship Applicant**

**Applicant's Background and Goals for Fellowship Training**  
Identify the skills, theories, conceptual approaches, etc., to be learned or enhanced during the award, including expertise in rigorous research design, experimental methods, quantitative approaches, and data analysis and interpretation, as applicable

Research Training Plan

- All instructions in the SF424 (R&R) Application Guide must be followed, including the following instructions for the Research Strategy section:
  - Explain the importance of the problem or critical barrier to progress that the proposed project addresses.
  - Describe the strengths and weaknesses in the rigor of the prior research (both published and unpublished) that serves as the key support for the proposed project.
  - Explain how the proposed project will improve scientific knowledge, technical capability, and/or clinical practice in one or more broad fields.
  - Describe how the concepts, methods, technologies, treatments, services, or preventative interventions that drive this field will be changed if the proposed aims are achieved.
  - If the candidate is proposing to gain experience in a clinical trial as part of his or her research training, describe the relationship of the proposed research project to the clinical trial.

**Sponsor(s), Collaborator(s), and Consultant(s)**  
All instructions in the SF424 (R&R) Application Guide must be followed, with the following additional instructions:

- If the applicant is proposing to gain experience in a clinical trial as part of his or her research training, the sponsor or co-sponsor must include a statement to document leadership of the clinical trial including source of funding, NCT# and appropriate expertise to guide the applicant in any proposed clinical trials research experience. The individual receiving support for the clinical trial (i.e., the sponsor/primary mentor or a co-sponsor) is the responsible individual of record for oversight of the trial though fellows can take part in all components of a clinical trial. Oversight includes (but is not limited to): interacting with relevant Institutional Review Board (IRB) staff; reviewing all informed consent documents; reporting potential serious adverse events; and maintaining responsibility for patient safety. However, the fellow can gain experience in all these components in conjunction with the mentor or individual leading the trial.
- The Sponsor should also describe the roles and responsibilities that both he/she and the fellow are undertaking, including contributions to the research plan, the portion of the research ideas and plan that originated with the candidate, and the relationship between the proposed research plan and funded or unfunded research projects previously devised by the sponsor.

**Institutional Environment and Commitment to Training**  
All instructions in the SF424 (R&R) Application Guide must be followed, including the following instructions:

**Description of Institutional Environment and Commitment to Training**  
The candidate should document a strong, well-established research program related to the candidate's area of interest. The candidate should describe opportunities for intellectual interactions with other individuals in training and other investigators, including courses offered, journal clubs, seminars, and presentations, and indicate the facilities and other resources that will be made available for both career enhancement and the research proposed in this application.

**Description of Candidate's Contribution to Program Goals**  
The sponsoring institution must provide a document on institutional letterhead that explains how the candidate's participation will further the goals of the fellowship program to promote diversity in health-related research. See the [Notice of NIH's Interest in Diversity](#).

The Description of Candidate's Contribution to Program Goals' attachment must be dated and signed by an institutional official. In most cases, this will be the dean or the chairman of the department. The signature must appear over the signer's name and title at the end of the statement.

**Appendix**  
Limited items are allowed in the Appendix. Follow all instructions for the Appendix as described in the SF424 (R&R) Application Guide; any instructions provided here are in addition to the SF424 (R&R) Application Guide instructions.

<https://grants.nih.gov/grants/guide/pa-files/PA-21-052.html>

Goes on and on...

# SF424 Application Guide

## How to Apply - Application Guide

Use the application instructions found on this page along with the guidance in the funding opportunity announcement to submit grant applications to NIH, the Centers for Disease Control and Prevention, the Food and Drug Administration, and the Agency for Healthcare Research and Quality.

### Prepare to Apply

- Systems and Roles
- Register
- Understand Funding Opportunities
- Types of Applications
- Submission Options
- Obtain Software

### Write Application

- Write Your Application
- How to Find Forms
- Develop Your Budget
- Format Attachments
- Rules for Text Fields
- Page Limits
- Data Tables
- Reference Letters
- Biosketches

### Submit

- Submit, Track, and View
- How We Check for Completeness
- Changed/Corrected Applications
- Standard Due Dates
- Submission Policies
- Dealing with System Issues



### FAQs

### RELATED RESOURCES

- NIH FORMS-F Application Forms Update (video, 8 min)
- Application Submission Presentations
- Tips for Success Video Series
- Annotated Form Sets
- Samples: Applications, Attachments, and other Documents
- News - Items of Interest
- Contacting NIH Staff
- Contacting Staff at Other PHS Agencies

### SYSTEMS

- ASSIST 
- eRA Commons 
- Grants.gov 

← NIH K Award

← NIH Fellowship

### Application Form Instructions

Need help selecting the right instructions?

Application Instructions	Description	SF424 (R&R) - Version E	SF424 (R&R) - Version F
<b>G</b> General Instructions	Comprehensive guidance for research, training, fellowship, career development, multi-project, and small business applications	<a href="#">HTML / PDF</a>	<a href="#">HTML / PDF</a>
Filtered Application Instructions			
<b>R</b> Research Instructions	Guidance for research only	<a href="#">PDF</a>	<a href="#">PDF</a>
<b>K</b> Career Development Instructions	Guidance for career development only	<a href="#">PDF</a>	<a href="#">PDF</a>
<b>T</b> Training Instructions	Guidance for training only	<a href="#">PDF</a>	<a href="#">PDF</a>
<b>F</b> Fellowship Instructions	Guidance for fellowship only	<a href="#">PDF</a>	<a href="#">PDF</a>
<b>M</b> Multi-Project Instructions	Guidance for multi-project only	<a href="#">PDF</a>	<a href="#">PDF</a>

<https://grants.nih.gov/grants/how-to-apply-application-guide.html>

# Key Areas of the NIH FOA

## Participating institutes

Department of Health and Human Services  
Part 1. Overview Information

**Participating Organization(s)**

National Institutes of Health (NIH)

**Components of Participating Organizations**

- National Center for Complementary and Integrative Health (NCCIH)
- National Cancer Institute (NCI)
- National Eye Institute (NEI)
- National Human Genome Research Institute (NHGRI)
- National Heart, Lung, and Blood Institute (NHLBI)
- National Institute on Aging (NIA)
- National Institute on Alcohol Abuse and Alcoholism (NIAAA)
- National Institute of Allergy and Infectious Diseases (NIAID)
- National Institute of Arthritis and Musculoskeletal and Skin Diseases (NIAMS)
- Erica 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 of Environmental Health Sciences (NIEHS)
- National Institute of Mental Health (NIMH)
- National Institute on Minority Health and Health Disparities (NIMHD)
- National Institute of Nursing Research (NINR)
- National Institute of Neurological Disorders and Stroke (NINDS)
- National Library of Medicine (NLM)
- Office of Research Infrastructure Programs (ORIP)
- National Institute on Drug Abuse (NIDA)
- National Institute of Biomedical Imaging and Bioengineering (NIBIB)
- National Institute of General Medical Sciences (NIGMS)

Special Note: Not all NIH Institutes and Centers participate in Parent Announcements. Applicants should carefully note which ICs participate in this announcement and view their respective areas of research interest and requirements at the [Table of IC-Specific Information, Requirements, and Staff Contacts](#) website. ICs that do not participate in this announcement will not consider applications for funding. Consultation with NIH staff before submitting an application is strongly encouraged.

**Funding Opportunity Title**

Ruth L. Kirschstein National Research Service Award (NRSA) Individual Predoctoral Fellowship to Promote Diversity in Health-Related Research (Parent F31-Diversity)

**Activity Code**

F31 Predoctoral Individual National Research Service Grant Award

**Announcement Type**

Reissue of PA-20-251 - Ruth L. Kirschstein National Research Service Award (NRSA) Individual Predoctoral Fellowship to Promote Diversity in Health-Related Research (Parent F31-Diversity)

**Related Notices**

None

**Funding Opportunity Announcement (FOA) Number**

PA-21-052

**Companion Funding Opportunity**

None

**Number of Applications**

See Section III, 3. Additional Information on Eligibility.

**Catalog of Federal Domestic Assistance (CFDA) Number(s)**

93.213, 93.398, 93.867, 93.172, 93.838, 93.897, 93.839, 93.840, 93.233, 93.866, 93.273, 93.855, 93.846, 93.865, 93.279, 93.173, 93.121, 93.847, 93.113, 93.242, 93.307, 93.853, 93.361, 93.879, 93.361, 93.879, 93.351, 93.859, 93.286

**Funding Opportunity Purpose**

The purpose of this Ruth L. Kirschstein National Research Service Award (NRSA) Individual Predoctoral Fellowship to Promote Diversity in Health-Related Research award is to enhance the diversity of the health-related research workforce by supporting the research training of predoctoral students from diverse backgrounds including those from groups that are underrepresented in the biomedical, behavioral, or clinical research workforce. Through this award program, promising predoctoral students will obtain individualized, mentored research training from outstanding faculty sponsors while conducting well-defined research projects in scientific health-related fields relevant to the missions of the participating NIH Institutes and Centers. The proposed mentored research training is expected to clearly enhance the individual's potential to develop into a productive...

Key Dates	
<b>Posted Date</b>	October 28, 2020
<b>Open Date (Earliest Submission Date)</b>	November 8, 2020
<b>Letter of Intent Due Date(s)</b>	Not Applicable
<b>Application Due Date(s)</b>	Standard dates apply, by 5:00 PM local time of applicant organization. All types of non-AIDS applications allowed for this funding opportunity announcement are due on these dates. Applicants are encouraged to apply early to allow adequate time to make any corrections to errors found in the application during the submission process by the due date.
<b>AIDS Application Due Date(s)</b>	Standard AIDS dates apply, by 5:00 PM local time of applicant organization. All types of AIDS and AIDS-related applications allowed for this funding opportunity announcement are due on these dates. Applicants are encouraged to apply early to allow adequate time to make any corrections to errors found in the application during the submission process by the due date.
<b>Scientific Merit Review</b>	Standard dates apply
<b>Advisory Council Review</b>	Not Applicable for Fellowships
<b>Earliest Start Date</b>	Standard dates apply
<b>Expiration Date</b>	September 8, 2023
<b>Due Dates for E.O. 12372</b>	Not Applicable

**Required Application Instructions**

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- Use Grants.gov Workspace to prepare and submit your application and eRA Commons to track your application.

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### Part 2. Full Text of Announcement

#### Section I. Funding Opportunity Description

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All instructions in the SF424 (R&R) Application Guide must be followed.

#### Other Project Information

All instructions in the SF424 (R&R) Application Guide must be followed.

#### SF424(R&R) Senior/Key Person Profile Expanded

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**IMPORTANT REMINDER:** The personal profile associated with the eRA Commons username entered in the Credential file for the PD/PI (fellowship applicant) must include an ORCID ID. For more information on linking an ORCID ID to an eRA Commons personal profile see the [ORCID topic in our eRA Commons online help](#).

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- Other Research Training Plan Sections
- Additional Information
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- Appendix

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#### Applicant's Background and Goals for Fellowship Training

Identify the skills, theories, conceptual approaches, etc., to be learned or enhanced during the award, including expertise in rigorous research design, experimental methods, quantitative approaches, and data analysis and interpretation, as applicable

#### Research Training Plan

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  - Explain how the proposed project will improve scientific knowledge, technical capability, and/or clinical practice in one or more broad fields.
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  - If the candidate is proposing to gain experience in a clinical trial as part of his or her research training, describe the relationship of the proposed research project to the clinical trial.

#### Sponsor(s), Collaborator(s), and Consultant(s)

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

- If the applicant is proposing to gain experience in a clinical trial as part of his or her research training, the sponsor or co-sponsor must include a statement to document leadership of the clinical trial including source of funding, NCT# and appropriate expertise to guide the applicant in any proposed clinical trials research experience. The individual receiving support for the clinical trial (i.e., the sponsor/primary mentor or a co-sponsor) is the responsible individual of record for oversight of the trial though fellows can take part in all components of a clinical trial. Oversight includes (but is not limited to): interacting with relevant Institutional Review Board (IRB) staff; reviewing all informed consent documents; reporting potential serious adverse events; and maintaining responsibility for patient safety. However, the fellow can gain experience in all these components in conjunction with the mentor or individual leading the trial.
- The Sponsor should also describe the roles and responsibilities that both he/she and the fellow are undertaking, including contributions to the research plan, the portion of the research ideas and plan that originated with the candidate, and the relationship between the proposed research plan and funded or unfunded research projects previously devised by the sponsor.

#### Institutional Environment and Commitment to Training

All instructions in the SF424 (R&R) Application Guide must be followed, including the following instructions:

#### Description of Institutional Environment and Commitment to Training

The candidate should document a strong, well-established research program related to the candidate's area of interest. The candidate should describe opportunities for intellectual interactions with other individuals in training and other investigators, including courses offered, journal clubs, seminars, and presentations, and indicate the facilities and other resources that will be made available for both career enhancement and the research proposed in this application.

#### Description of Candidate's Contribution to Program Goals

The sponsoring institution must provide a document on institutional letterhead that explains how the candidate's participation will further the goals of the fellowship program to promote diversity in health-related research. See the [Notice of NIH's Interest in Diversity](#).

The Description of Candidate's Contribution to Program Goals" attachment must be dated and signed by an institutional official. In most cases, this will be the dean or the chairman of the department. The signature must appear over the signer's name and title at the end of the statement.

#### Appendix

Limited items are allowed in the Appendix. Follow all instructions for the Appendix as described in the SF424 (R&R) Application Guide; any instructions provided here are in addition to the SF424 (R&R) Application Guide instructions.

<https://grants.nih.gov/grants/guide/pa-files/PA-21-052.html>

Goes on and on....

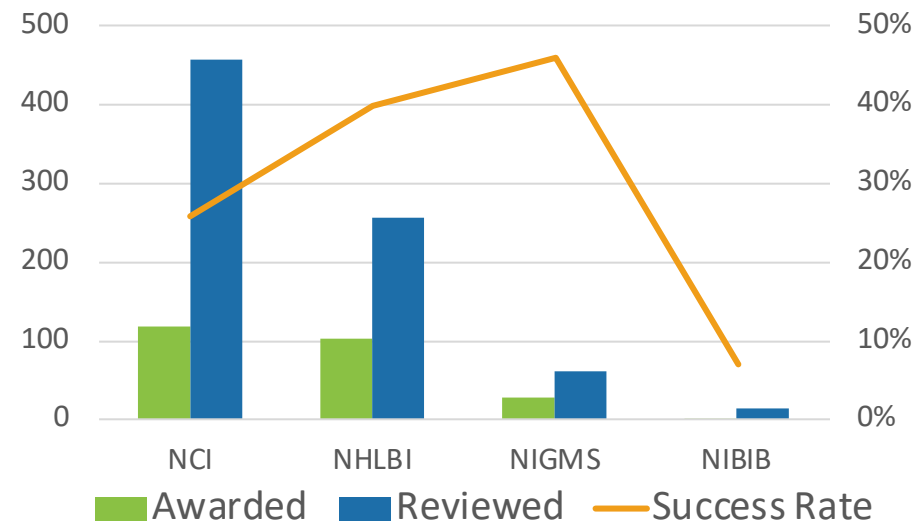
# National Institutes of Health

- Organized into 27 different institutes and centers
- Each institute and center has a specific mission and research goals



# Priorities & success rates vary by Institute

- Check out institute's success rate: <https://report.nih.gov/nihdatabook>
- Use the Matchmaker tool: <https://reporter.nih.gov/matchmaker>
- Read abstracts of funded proposals at NIH RePORTER: <https://reporter.nih.gov>



# Key Areas of the NIH FOA

## Participating institutes

Department of Health and Human Services  
Part 1. Overview Information

**Participating Organization(s)**  
National Institutes of Health (NIH)

**Components of Participating Organizations**  
National Center for Complementary and Integrative Health (NCCIH)  
National Cancer Institute (NCI)  
National Eye Institute (NEI)  
National Human Genome Research Institute (NHGRI)  
National Heart, Lung, and Blood Institute (NHLBI)  
National Institute on Aging (NIA)  
National Institute on Alcohol Abuse and Alcoholism (NIAAA)  
National Institute of Allergy and Infectious Diseases (NIAID)  
National Institute of Arthritis and Musculoskeletal and Skin Diseases (NIAMS)  
Ernest Kennedy Shriver National Institute of Child Health and Human Development (NICHD)  
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National Institute on Drug Abuse (NIDA)  
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National Institute of General Medical Sciences (NIGMS)

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Ruth L. Kirschstein National Research Service Award (NRSA) Individual Predoctoral Fellowship to Promote Diversity in Health-Related Research (Parent F31-Diversity)

**Activity Code**  
F31 Predoctoral Individual National Research Service Grant Award

**Announcement Type**  
Reissue of PA-20-251 - Ruth L. Kirschstein National Research Service Award (NRSA) Individual Predoctoral Fellowship to Promote Diversity in Health-Related Research (Parent F31-Diversity)

**Related Notices**  
None

**Funding Opportunity Announcement (FOA) Number**  
PA-21-052

**Companion Funding Opportunity**  
None

**Number of Applications**  
See Section III. 3. Additional Information on Eligibility.

**Catalog of Federal Domestic Assistance (CFDA) Number(s)**  
93.213, 93.398, 93.867, 93.172, 93.838, 93.837, 93.839, 93.840, 93.233, 93.866, 93.273, 93.855, 93.846, 93.865, 93.279, 93.173, 93.121, 93.847, 93.113, 93.242, 93.307, 93.853, 93.361, 93.879, 93.361, 93.879, 93.351, 93.859, 93.286

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← Click here

Program Officer / Scientific Program Contact

Funding Priorities

**Ruth L. Kirschstein National Research Service Award Individual Predoctoral Fellowship to Promote Diversity in Health-Related Research (Parent F31) (PA-21-052)**

PA-21-052

**Table of IC-Specific Information, Requirements and Staff Contacts**

**Release Date:** November 8, 2020  
**Expiration Date:** September 8, 2023

NIH Institute or Center	Institute or Center Specific Information
<b>National Cancer Institute</b>	<b>NCI Specific Information:</b> The NCI provides support for research training leading to the Ph. D. or equivalent research degree in the areas of basic cancer research, population-based cancer research, or cancer prevention.
<b>Scientific Program Contact:</b> Anthony DiBello, Ph.D. Phone: (240) 276-6936 Email: anthony.dibello@nih.gov	
<b>Grants Management Contact:</b> Rosemary Ward Phone: (240) 276-6320 Email: wardros@mail.nih.gov	
<b>National Eye Institute</b>	<b>NEI Specific Information:</b> See: <a href="https://grants.nih.gov/training/index.htm">https://grants.nih.gov/training/index.htm</a>
<b>Scientific Program Contact:</b> Neeraj Agarwal, Ph.D. Phone: (301) 453-2000 Email: agarwalneer@nei.nih.gov	
<b>Grants Management Contact:</b> Karen Robinson-Smith Phone: (301) 453-2020 Email: Karen.Robinson.Smith@nei.nih.gov	
<b>National Heart, Lung, and Blood Institute</b>	<b>NHLBI Specific Information:</b> The NHLBI supports training programs to prepare individuals to become productive researchers in the causes, diagnosis, treatment, and prevention of diseases of the heart, blood vessels, lungs, and blood; and in the uses of blood and blood resources. See <a href="http://www.nhlbi.nih.gov/about/org/mission.htm">http://www.nhlbi.nih.gov/about/org/mission.htm</a> for NHLBI's mission statement. Prospective applicants are encouraged to read the NHLBI Strategic Plan <a href="http://www.nhlbi.nih.gov/about/strategicplan/documents/StrategicPlan_Appendix.pdf">http://www.nhlbi.nih.gov/about/strategicplan/documents/StrategicPlan_Appendix.pdf</a> to familiarize themselves with the research areas of interest to the Institute. Potential overlapping areas of interest shared by the NHLBI and other Institutes/Centers of the NIH include myeloproliferative and myelodysplastic disorders, hematological malignancies resulting from disruptions in hematopoiesis, and the use of hematopoietic stem cell transplantation and other cellular therapies. The NHLBI does not support fellowship projects primarily focused on malignancy-related research, vaccine development, or pathogens per se. Therefore, applicants are strongly encouraged to contact the NHLBI before submitting an application to determine its appropriateness for this FOA and the mission of the NHLBI. Please see NOT-HL-12-162 for additional guidance.
<b>Scientific Program Contact:</b> Marquitta White, PhD Phone: (301) 827-4822 Email: marquitta.white@nih.gov	
<b>Grants Management Contact:</b> Kimberly Stanton Phone: (301) 435-0166 Email: stantonk@nhlbi.nih.gov	
<b>National Human Genome Research Institute</b>	<b>NHGRI Specific Information:</b> NHGRI requires a Data and Safety Monitoring Plan for human subjects research with more than minimal risk.
<b>Scientific Program Contacts:</b> Tina Gatlin, Ph.D. Phone: (301) 486-2280 Email: gatlintc@mail.nih.gov	<b>NHGRI will consider only applications that propose research training directly relevant to the mission of NHGRI. Prospective applicants are encouraged to read the NHGRI Strategic Plan to familiarize themselves with the research areas of interest to the Institute. For this fellowship program, NHGRI will give funding priority to: (a) applications that focus on genomics sciences and genomic medicine approaches with an emphasis on the quantitative sciences, bioinformatics or technology development; or (b) applications that focus on high priority ELSI issues and provide multidisciplinary conceptual and methodological training; and (c) applicants with a mentor funded by NHGRI. NHGRI does not support disease-specific research.</b>
<b>Grants Management Contact:</b> Deanna Ingersoll Phone: (301) 435-7858 Email: Deanna.Ingersoll@nih.gov	Prospective applicants are strongly encouraged to contact a Scientific Program Contact before preparing an application to discuss the relevance of the proposed research to the Institute's research priorities.
<b>National Institute on Aging</b>	<b>NIA Specific Information:</b> NIA's focus is on aging and the contribution of aging to disease etiology, prevention and treatment. NIA has a particular focus on research into Alzheimer's disease and its related dementias.
<b>Scientific Program Contact:</b> NIA Training Office National Institute on Aging (NIA) Email: NIAtraining@nih.gov	Further information on NIA's mission in supporting genetic, biological, clinical, behavioral, social, and economic research on aging can be found at: <a href="http://www.nia.nih.gov/research">http://www.nia.nih.gov/research</a>
<b>Grants Management Contact:</b> Jessi Perez Phone: (301) 496-1472 Email: jessi.perez@nih.gov	
<b>National Institute on Alcohol Abuse and Alcoholism</b>	<b>NIAAA Specific Information:</b>

<https://grants.nih.gov/grants/guide/pa-files/PA-21-052.html>

# Key Areas of the NIH FOA

## Due dates

grants.nih.gov

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**Participating Organization(s)**  
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**Activity Code**  
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**Announcement Type**  
Reissue of PA-20-251 - Ruth L. Kirschstein National Research Service Award (NRSA) Individual Predoctoral Fellowship to Promote Diversity in Health-Related Research (Parent F31-Diversity)

**Related Notices**  
None

**Funding Opportunity Announcement (FOA) Number**  
PA-21-052

**Companion Funding Opportunity**  
None

**Number of Applications**  
See Section III, 3. Additional Information on Eligibility.

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Key Dates	
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<b>Scientific Merit Review</b>	Standard dates apply
<b>Advisory Council Review</b>	Not Applicable for Fellowships
<b>Earliest Start Date</b>	Standard dates apply
<b>Expiration Date</b>	September 8, 2023
<b>Due Dates for E.O. 12372</b>	Not Applicable

### Required Application Instructions

It is critical that applicants follow the Fellowship (F) Instructions in the SF424 (R&R) Application Guide except where instructed to do otherwise (in this FOA or in a Notice from the NIH Guide for Grants and Contracts). Conformance to all requirements (both in the Application Guide and the FOA) is required and strictly enforced. Applicants must read and follow all application instructions in the Application Guide as well as any program-specific instructions noted in Section IV. When the program-specific instructions deviate from those in the Application Guide, follow the program-specific instructions. **Applications that do not comply with these instructions may be delayed or not accepted for review.**

There are several options available to submit your application through Grants.gov to NIH and Department of Health and Human Services partners. You must use one of these submission options to access the application forms for this opportunity.

- Use the NIH ASSIST system to prepare, submit and track your application online.
  - [Apply Online Using ASSIST](#)
- Use an institutional system-to-system (S2S) solution to prepare and submit your application to Grants.gov and eRA Commons to track your application. Check with your institutional officials regarding availability.
- Use Grants.gov Workspace to prepare and submit your application and eRA Commons to track your application.

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Section VII. Agency Contacts  
Section VIII. Other Information

### Part 2. Full Text of Announcement

#### Section I. Funding Opportunity Description

The overall goal of the NIH Ruth L. Kirschstein National Research Service Award (NRSA) program is to help ensure that a diverse pool of highly trained scientists is available in appropriate scientific disciplines to address the Nation's biomedical, behavioral, and clinical research needs. NRSA fellowships support the training of pre- and postdoctoral scientists, dual-degree investigators, and senior researchers. More information about NRSA programs may be found at the NIH Research Training and Career Development website.

The NIH recognizes a unique and compelling need to promote diversity in the biomedical, behavioral and clinical sciences research workforce. There are many benefits that flow from a diverse NIH-supported scientific workforce, including: fostering scientific innovation,

All instructions in the SF424 (R&R) Application Guide must be followed.

#### Other Project Information

All instructions in the SF424 (R&R) Application Guide must be followed.

#### SF424(R&R) Senior/Key Person Profile Expanded

All instructions in the SF424 (R&R) Application Guide must be followed.

**IMPORTANT REMINDER:** The personal profile associated with the eRA Commons username entered in the Credential field for the PD/PI (fellowship applicant) must include an ORCID ID. For more information on linking an ORCID ID to an eRA Commons personal profile see the ORCID topic in our eRA Commons online help.

#### PHS Fellowship Supplemental Form

The PHS Fellowship Supplemental Form is comprised of the following sections:

- Fellowship Applicant
- Research Training Plan
- Sponsor(s), Collaborator(s), and Consultant(s)
- Institutional Environment & Commitment to Training
- Other Research Training Plan Sections
- Additional Information
- Budget
- Appendix

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

#### Fellowship Applicant

#### Applicant's Background and Goals for Fellowship Training

Identify the skills, theories, conceptual approaches, etc., to be learned or enhanced during the award, including expertise in rigorous research design, experimental methods, quantitative approaches, and data analysis and interpretation, as applicable

#### Research Training Plan

- All instructions in the SF424 (R&R) Application Guide must be followed, including the following instructions for the Research Strategy section:
  - Explain the importance of the problem or critical barrier to progress that the proposed project addresses.
  - Describe the strengths and weaknesses in the rigor of the prior research (both published and unpublished) that serves as the key support for the proposed project.
  - Explain how the proposed project will improve scientific knowledge, technical capability, and/or clinical practice in one or more broad fields.
  - Describe how the concepts, methods, technologies, treatments, services, or preventative interventions that drive this field will be changed if the proposed aims are achieved.
  - If the candidate is proposing to gain experience in a clinical trial as part of his or her research training, describe the relationship of the proposed research project to the clinical trial.

#### Sponsor(s), Collaborator(s), and Consultant(s)

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

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The sponsoring institution must provide a document on institutional letterhead that explains how the candidate's participation will further the goals of the fellowship program to promote diversity in health-related research. See the Notice of NIH's Interest in Diversity.

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<https://grants.nih.gov/grants/guide/pa-files/PA-21-052.html>

Goes on and on....

# Key Areas of the NIH FOA

\* Parent Fellowship Due dates \*

*Due dates*

Application Due Dates:      April 8      August 8      December 8

Scientific Merit Review:      June-July      Oct-Nov      Feb-Mar

Advisory Council Review:      Aug or Oct      Jan      May

Earliest Possible Start Date:      Sept or Dec      April      July

Time from submission to earliest possible award is 9 months!

*...but probably longer.*

<https://grants.nih.gov/grants/how-to-apply-application-guide/due-dates-and-submission-policies/due-dates.htm>

# Key Areas of the NIH FOA

## Key required documents

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**Related Notices**  
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#### PHS Fellowship Supplemental Form

The PHS Fellowship Supplemental Form is comprised of the following sections:

- o Fellowship Applicant
- o Research Training Plan
- o Sponsor(s), Collaborator(s), and Consultant(s)
- o Institutional Environment & Commitment to Training
- o Other Research Training Plan Sections
- o Additional Information
- o Budget
- o Appendix

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

#### Fellowship Applicant

#### Applicant's Background and Goals for Fellowship Training

Identify the skills, theories, conceptual approaches, etc., to be learned or enhanced during the award, including expertise in rigorous research design, experimental methods, quantitative approaches, and data analysis and interpretation, as applicable

#### Research Training Plan

- o All instructions in the SF424 (R&R) Application Guide must be followed, including the following instructions for the Research Strategy section:
  - o Explain the importance of the problem or critical barrier to progress that the proposed project addresses.
  - o Describe the strengths and weaknesses in the rigor of the prior research (both published and unpublished) that serves as the key support for the proposed project.
  - o Explain how the proposed project will improve scientific knowledge, technical capability, and/or clinical practice in one or more broad fields.
  - o Describe how the concepts, methods, technologies, treatments, services, or preventative interventions that drive this field will be changed if the proposed aims are achieved.
  - o If the candidate is proposing to gain experience in a clinical trial as part of his or her research training, describe the relationship of the proposed research project to the clinical trial.

#### Sponsor(s), Collaborator(s), and Consultant(s)

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

- o If the applicant is proposing to gain experience in a clinical trial as part of his or her research training, the sponsor or co-sponsor must include a statement to document leadership of the clinical trial including source of funding, NCT# and appropriate expertise to guide the applicant in any proposed clinical trials research experience. The individual receiving support for the clinical trial (i.e., the sponsor/primary mentor or a co-sponsor) is the responsible individual of record for oversight of the trial though fellows can take part in all components of a clinical trial. Oversight includes (but is not limited to): interacting with relevant Institutional Review Board (IRB) staff; reviewing all informed consent documents; reporting potential serious adverse events; and maintaining responsibility for patient safety. However, the fellow can gain experience in all these components in conjunction with the mentor or individual leading the trial.
- o The Sponsor should also describe the roles and responsibilities that both he/she and the fellow are undertaking, including contributions to the research plan, the portion of the research ideas and plan that originated with the candidate, and the relationship between the proposed research plan and funded or unfunded research projects previously devised by the sponsor.

#### Institutional Environment and Commitment to Training

All instructions in the SF424 (R&R) Application Guide must be followed, including the following instructions:

#### Description of Institutional Environment and Commitment to Training

The candidate should document a strong, well-established research program related to the candidate's area of interest. The candidate should describe opportunities for intellectual interactions with other individuals in training and other investigators, including courses offered, journal clubs, seminars, and presentations, and indicate the facilities and other resources that will be made available for both career enhancement and the research proposed in this application.

#### Description of Candidate's Contribution to Program Goals

The sponsoring institution must provide a document on institutional letterhead that explains how the candidate's participation will further the goals of the fellowship program to promote diversity in health-related research. See the Notice of NIH's Interest in Diversity.

The Description of Candidate's Contribution to Program Goals" attachment must be dated and signed by an institutional official. In most cases, this will be the dean or the chairman of the department. The signature must appear over the signer's name and title at the end of the statement.

#### Appendix


Limited items are allowed in the Appendix. Follow all instructions for the Appendix as described in the SF424 (R&R) Application Guide; any instructions provided here are in addition to the SF424 (R&R) Application Guide instructions.

<https://grants.nih.gov/grants/guide/pa-files/PA-21-052.html>

Goes on and on....

# Key required documents - Fellowship

Required documents for Fellowships *	Page Limits
Specific Aims	1
Research Strategy	6
Applicant's Background and Goals for Fellowship Training a) Doctoral Dissertation and Research Experience b) Training Goals and Objectives c) Activities Planned Under this Award	6
Respective Contributions	1
Selection of Sponsor and Institution	1
Sponsor and Co-Sponsor Statements	6
Letters of Support from Collaborators, Contributors, Consultants	6
Description of Institutional Environment and Commitment to Training	2
Letters of Reference (3-5)	2 each
Biographical Sketch – Yours, Mentors, Advisors	5 each



Breakout room #2 will cover NIH Fellowships

\* Lots of other documents also needed!

<https://grants.nih.gov/grants/how-to-apply-application-guide/format-and-write/page-limits.htm#fell>

# Key required documents – K Awards

Required documents for K Awards *	Page Limits
Specific Aims	1
Research Strategy *	* 12 pages combined
Candidate Information and Goals for Career Development * a) Candidate's Background b) Career Goals and Objectives c) Candidate's Plan for Career Development / Training Activities During Award Period	
Plans and Statements of Mentor and Co-mentor(s)	6
Letters of Support from Collaborators, Contributors, and Consultants	6
Description of Institutional Environment	1
Institutional Commitment	1
Letters of Reference (3-5)	2 each
Biographical Sketch – Yours, Mentors, Advisors	5 each

Breakout room #3 will cover NIH K Awards

\* Lots of other documents also needed!

# Lots of other information required too!

Project Summary / Abstract

Project Narrative

Facilities & Other Resources

Equipment

Biographical Sketches

Current and Pending Support for  
Mentors / Co-Mentors

Budget and Budget Justification

Training in the Responsible Conduct  
of Research

Authentication of Key Biological  
and/or Chemical Resources, if  
applicable

Vertebrate Animals, if applicable

Human Subject Form, if applicable

Select Agent Research, if applicable

Resource Sharing Plan, if applicable

Goes on and on....

# NOT an all-nighter!

## 4+ months before deadline

- Draft Specific Aims
- Draft Biosketch
- Outline training plan
- Contact mentoring team & letter writers

## 3 months before deadline

- Refine Specific Aims & training plan
- Draft Significance & Approach
- Draft all career development docs
- Contact Program Officer
- Incorporate feedback on drafts

## 2 months before deadline

- Incorporate feedback on all drafts
- Finalize all letter writer docs & commitment
- Gather institutional support documents
- Boiler docs – Facilities & Other Resources / Equipment

## 1 month before deadline

- Start ASSIST application
- Finalize all docs

Questions?

# Getting Started on your Proposal

01

Navigating the  
funding opportunity  
announcement

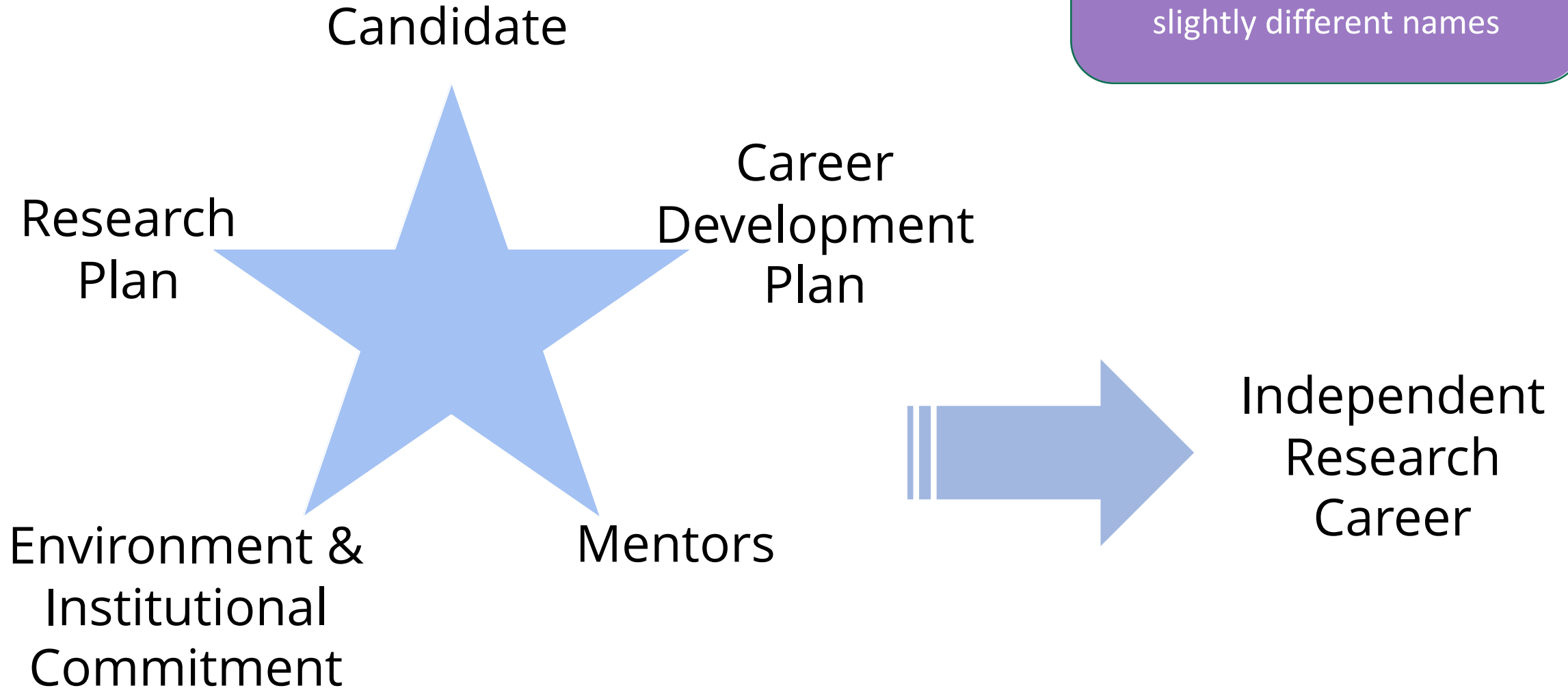
02

Understanding the  
review criteria

03

NIH Biosketch  
requirements

# Scored Review Criteria



# Scored Review Criteria

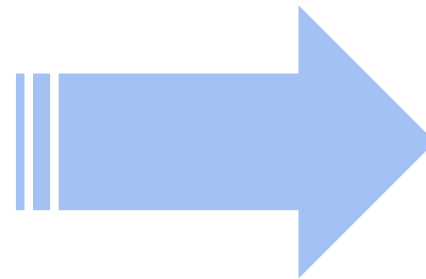
Candidate



Attend the  
March 9  
Workshop

## Important Proposal Docs

- Biosketch
- Candidate's Background
- Career Goals & Objectives
- Letters of Reference

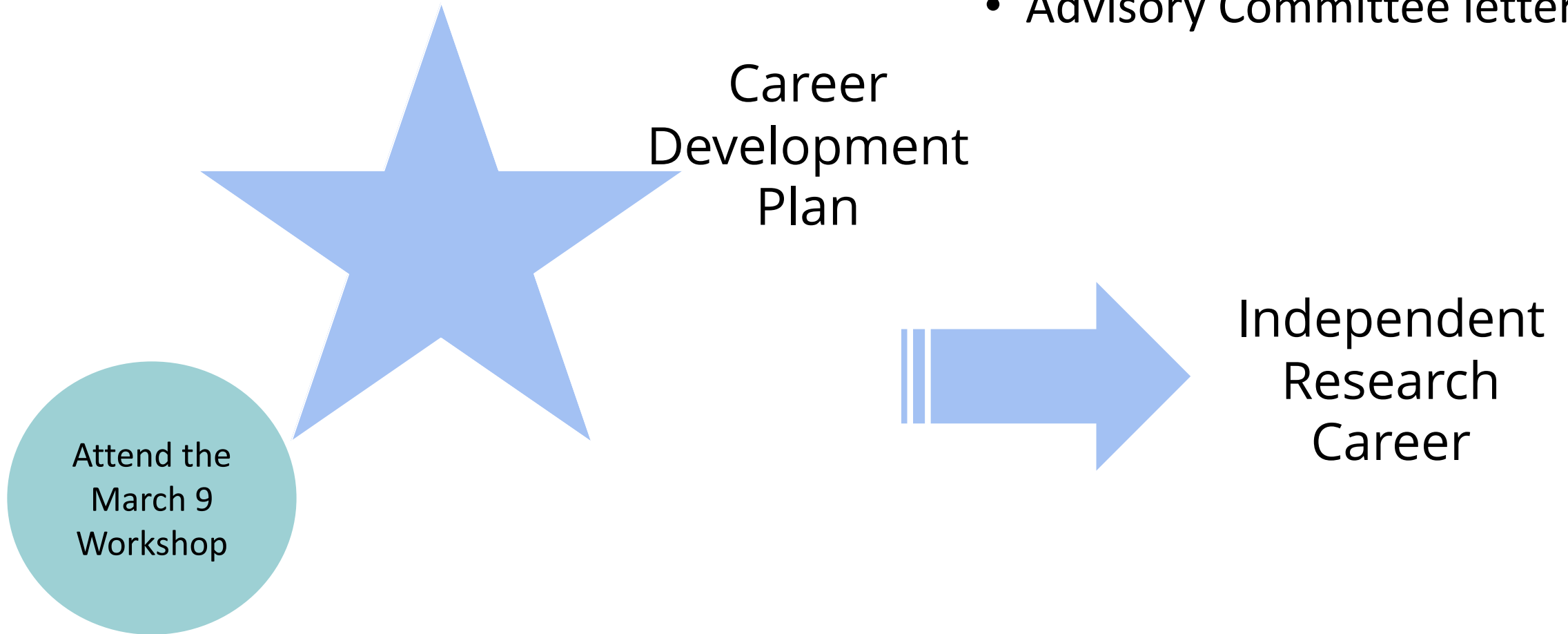


Independent  
Research  
Career

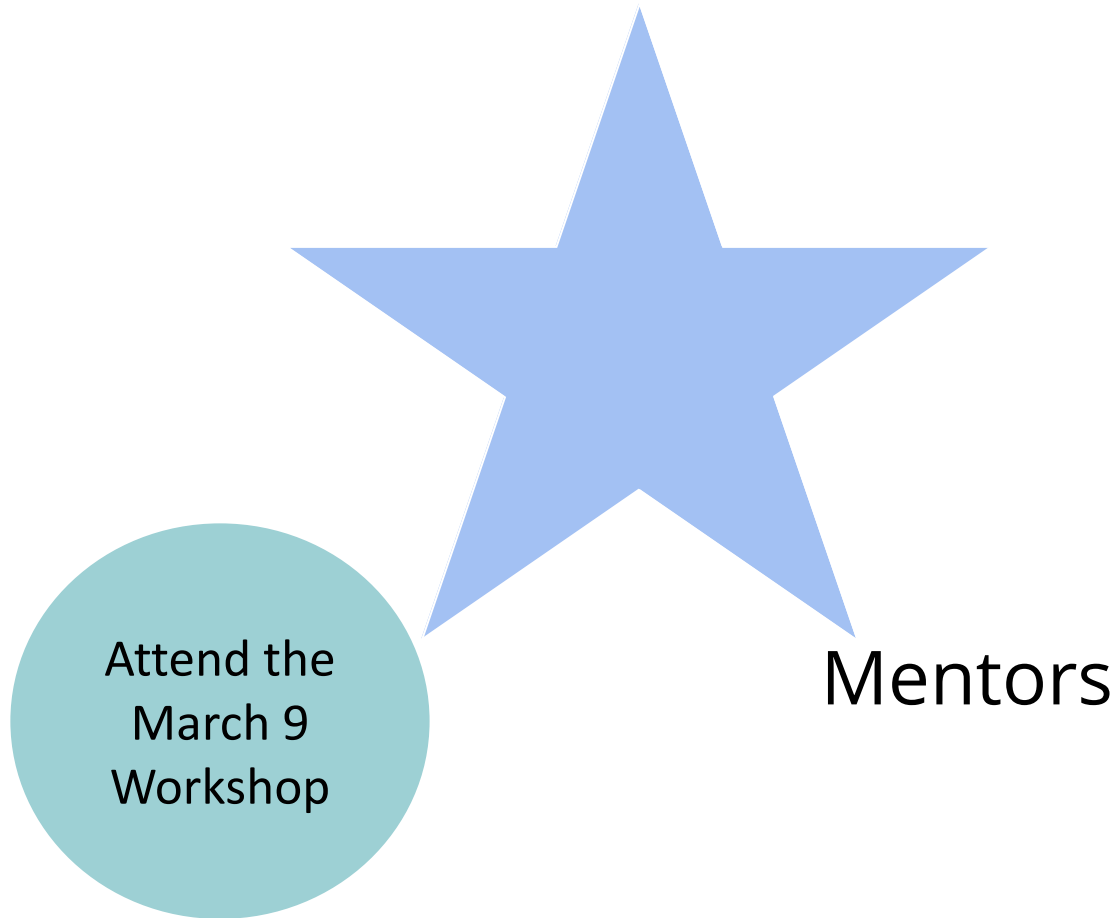
# Scored Review Criteria

## Important Proposal Docs

- Training Plan
- Mentor(s) Statement
- Advisory Committee letters



# Scored Review Criteria



## Important Proposal Docs

- Mentor(s) Statement
- Advisory Committee letters
- Mentor(s) & Advisors Biosketches



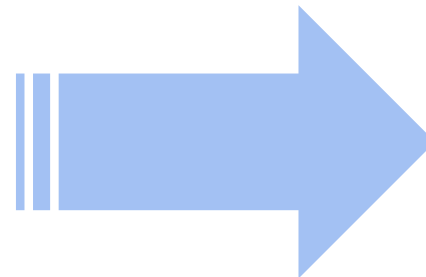
# Scored Review Criteria



Environment &  
Institutional  
Commitment

## Important Proposal Docs

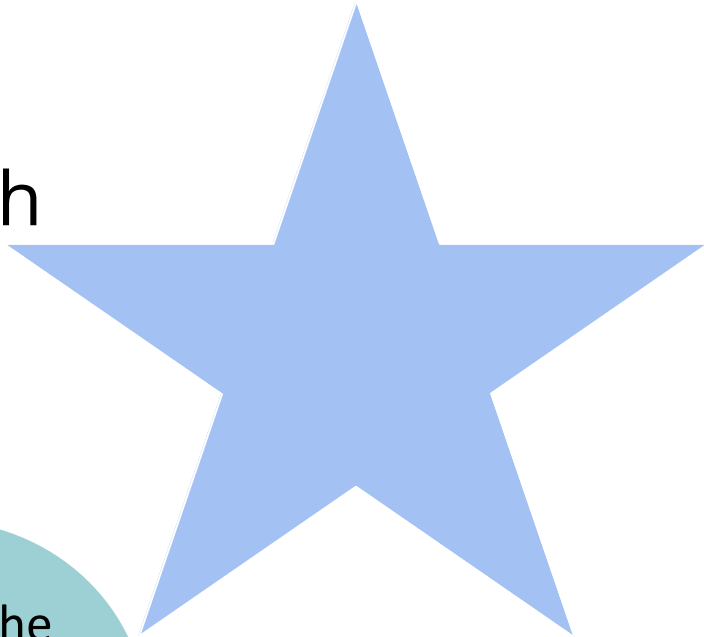
- Institutional Commitment letter (Dept Chair)
- Institutional Environment
- Facilities & Other Resources



Independent  
Research  
Career

# Scored Review Criteria

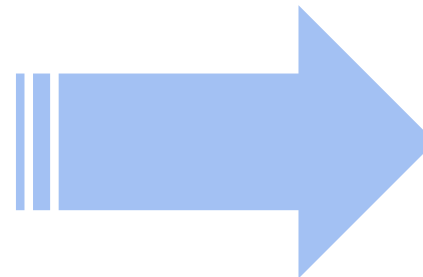
Research  
Plan



Attend the  
March 2  
& 16  
Workshops

## Important Proposal Docs

- Specific Aims
- Research Strategy
  - Significance
  - Innovation
  - Approach



Independent  
Research  
Career

Questions?

# Getting Started on your Proposal

01

Navigating the  
funding opportunity  
announcement

02

Understanding the  
review criteria

03

NIH Biosketch  
requirements

# NIH Biosketch

OMB No. 0925-0001 and 0925-0002 (Rev. 12/2010) Approved Through 02/28/2023

**BIOGRAPHICAL SKETCH**  
Provide the following information for the Senior Key Personnel and other significant contributors.  
Follow this format for each person: **DO NOT EXCEED FIVE PAGES.**

NAME: Hunt, Morgan Casey

ORCID COMMONS USER NAME (credential, e.g., agency login): huntmc1

POSITION TITLE: Associate Professor of Psychology

EDUCATION/TRAINING (Begin with baccalaureate or other initial professional/education, such as nursing, include postdoctoral training, and residency training if applicable. Add/delete rows as necessary.)

INSTITUTION AND LOCATION	DEGREE (if applicable)	Completion Date MM/YYYY	FIELD OF STUDY
University of California, Berkeley	BS	05/2003	Psychology
University of Vermont	PHD	05/2009	Experimental Psychology
University of California, Berkeley	Postdoctoral	08/2013	Public Health and Epidemiology

**A. Personal Statement**

I am an Associate Professor of Psychology, and my research is focused on neuropsychological changes associated with substance use disorders. I have a broad background in psychology, with specific training and expertise in ethnographic and survey research and secondary data analysis on psychological aspects of substance use disorders. As PI or co-investigator on several university- and NIH-funded grants, I laid the groundwork for the proposed research by developing effective measures of disability, depression, and other psychosocial factors relevant to older people with substance use disorders, and by establishing strong ties with community providers that will make it possible to recruit and track participants over time as documented in the following publications. In addition, I successfully administered the projects (e.g. staffing, research protections, budget), collaborated with other researchers, and produced several peer-reviewed publications from each project. As a result of these previous experiences, I am aware of the importance of frequent communication among project members and of constructing a realistic research plan, timeline, and budget. The current application builds logically on my prior work. During 2015-2016, my career was disrupted due to family obligations. However, upon returning to the field, I immediately resumed my research projects and collaborations and successfully competed for NIH support. In summary, I have the expertise, leadership, training, expertise, and motivation necessary to successfully carry out the proposed research project.

Ongoing and recently completed projects that I would like to highlight include:

R01 DA942367  
Hunt (PI)  
09/01/16-08/31/21  
Health trajectories and behavioral interventions among older people with substance use disorders.

R01 MH922731  
Meryle (PI), Role: co-investigator  
12/01/17-1/30/22  
Physical disability, depression, and substance use among older adults

R21 AA986075  
Hunt (PI)  
01/01/19-12/31/21  
Community-based intervention for alcohol abuse

**Citations:**

- Meryle, R. J. & **Hunt, M.C.** (2015). Independent living, physical disability and substance use among older adults. *Psychology and Aging*, 23(4), 10-22.
- Hunt, M.C.**, Jensen, J.L., & Cronshaw, W. (2019). Substance use and mental health among community-dwelling older adults. *International Journal of Geriatric Psychiatry*, 24(9), 1124-1135.
- Hunt, M.C.**, Wachet, S.A., & Meryle, R. (2019). Predicting the substance use treatment needs of an aging population. *American Journal of Public Health*, 45(2), 236-245. PMID: PMC3162292
- Meryle, R. & **Hunt, M.C.** (2020). Randomized clinical trial of cocaine in older people with nicotine use disorder. *Age and Aging*, 38(2), 9-23. PMID: PMC9002364

**B. Positions, Scientific Appointments, and Honors**

**Positions and Scientific Appointments**

2021 – Present Associate Professor, Department of Psychology, Washington University, St. Louis, MO  
2020 – Present Adjunct Professor, McGill University, Department of Psychology, Montreal, Quebec, Canada  
2016 – Present NIH Risk, Adult Substance Use Disorder Study Section, member  
2015 – 2017 Consultant, Coastal Psychological Services, San Francisco, CA  
2014 – 2021 Assistant Professor, Department of Psychology, Washington University, St. Louis, MO  
2014 – 2015 NIH Peer Review Committee: Psychology of Aging, ad hoc reviewer  
2014 – Present Board of Advisors, Senior Services of Eastern Missouri  
2013 – 2014 Lecturer, Department of Psychology, Middlebury College, Middlebury, VT  
2011 – Present Associate Editor, *Psychology and Aging*  
2009 – Present Member, American Genetics Society  
2009 – Present Member, Gerontological Society of America  
2009 – 2013 Fellow, Intramural Research Program, National Institute on Drug Abuse, Baltimore, MD  
2006 – Present Member, American Psychological Association

**Honors**

2020 Award for Best in Interdisciplinary Ethnography, International Ethnographic Society  
2019 Excellence in Teaching, Washington University, St. Louis, MO  
2018 Outstanding Young Faculty Award, Washington University, St. Louis, MO

**C. Contributions to Science**

1. My early publications directly addressed the fact that substance use is often overlooked in older adults. However, because many older adults were raised during an era of increased drug and alcohol use, there are reasons to believe that this will become an increasing issue as the population ages. These publications found that older adults appear in a variety of primary care settings or seek mental health providers to deal with emerging concerns about a substance use disorder. These publications document this emerging concern and guide primary care providers and geriatric mental health providers to recognize symptoms, assess the nature of the behavior, and apply the necessary interventions. By providing evidence and simple clinical approaches, this body of work has changed the standards of care for older adults with substance use disorders and will continue to provide assistance in relevant medical settings well into the future. I served as the primary investigator or co-investigator in all of these studies.

- Gryczynski, J., Shalt, B.M., Meryle, R., & **Hunt, M.C.** (2013). Community based participatory research with late-life substance use disorder. *American Journal of Alcohol and Drug Abuse*, 15(3), 222-238.

- Shalt, B.M., **Hunt, M.C.**, Meryle, R., & Ventun, R. (2014). Policy implications of genetic transmission of alcohol and drug use in women who do not use drugs. *International Journal of Drug Policy*, 30(5), 46-58.
- Hunt, M.C.**, Marks, A.E., Shalt, B.M., Meryle, R., & Jensen, J.L. (2015). Early-life family and community characteristics and late-life substance use. *Journal of Applied Gerontology*, 28(2), 26-37.
- Hunt, M.C.**, Marks, A.E., Ventun, R., Cronshaw, W., & Ratonian, A. (2019). Community-based intervention strategies for reducing alcohol and drug use in older adults. *Addiction*, 104(9), 1436-1606. PMID: PMC9002292

2. In addition to the contributions described above, with a team of collaborators, I directly documented the effectiveness of various intervention models for older people with substance use disorders and demonstrated the importance of social support networks. These studies emphasized contextual factors in the etiology and maintenance of substance use disorders and the disruptive potential of networks in substance use treatment. This body of work also discusses the prevalence of alcohol and amphetamine use in older adults and how networking approaches can be used to mitigate the effects of these disorders.

- Hunt, M.C.**, Meryle, R. & Jensen, J.L. (2015). The effect of social support networks on morbidity among older adults with substance use disorders. *Journal of the American Geriatrics Society*, 57(4), 15-23.
- Hunt, M.C.**, Four, B., Marks, A.E., Meryle, R. & Jensen, J.L. (2018). Aging out of methadone treatment. *American Journal of Alcohol and Drug Abuse*, 15(6), 134-149.
- Meryle, R. & **Hunt, M.C.** (2020). Randomized clinical trial of cocaine in older people with nicotine use disorders. *Age and Aging*, 38(2), 9-23. PMID: PMC9002364


3. Methadone maintenance has been used to treat people with substance use disorder for many years, but I led research that has shown that over the long-term, those in methadone treatment view themselves negatively and they gradually begin to view treatment as an intrusion into normal life. Older adults were shown, in carefully constructed ethnographic studies, to be especially responsive to tailored social support networks that allow them to eventually reduce their maintenance doses and move into other forms of therapy. These studies also demonstrate the policy and commercial implications associated with these findings.

- Hunt, M.C.** & Jensen, J.L. (2013). Morbidity among older adults with substance use disorders. *Journal of the Geriatrics*, 60(4), 45-61.
- Hunt, M.C.** & Four, B. (2015). Methadone treatment and personal assessment. *Journal Drug Abuse*, 45(5), 15-28.
- Meryle, R. & **Hunt, M.C.** (2018). The use of various nicotine delivery systems by older people with nicotine use disorder. *Journal of Aging*, 54(1), 24-41. PMID: PMC5112304
- Hunt, M.C.**, Jensen, J.L. & Meryle, R. (2020). Aging and substance use disorder: ethnographic profiles of older people with substance use disorder. NY, NY: W. W. Norton & Company.

**Complete List of Published Work in My Bibliography:**  
<https://www.ncbi.nlm.nih.gov/pmc/articles/PMC9111111/#FF4VYQZEBiBiographyPublic>

<https://grants.nih.gov/grants/forms/biosketch.htm>

# NIH Biosketch

- A. Personal Statement - why your training and experience qualify and prepare you to capitalize on the Fellowship Award
- B. Positions, Scientific Appointments and Honors - List in reverse chronological order
- C. Contributions to Science
  - Describe up to five of your most significant contributions to science. List up to four peer-review publications or other non-publication research projects. Provide a URL to a full list of your published work, e.g., NCBI MyBibliography
- D. Scholastic Performance  **ONLY for Fellowships**
  - Predoc – ALL undergraduate & graduate courses with grades
  - Postdoc – ALL graduate & professional courses with grades

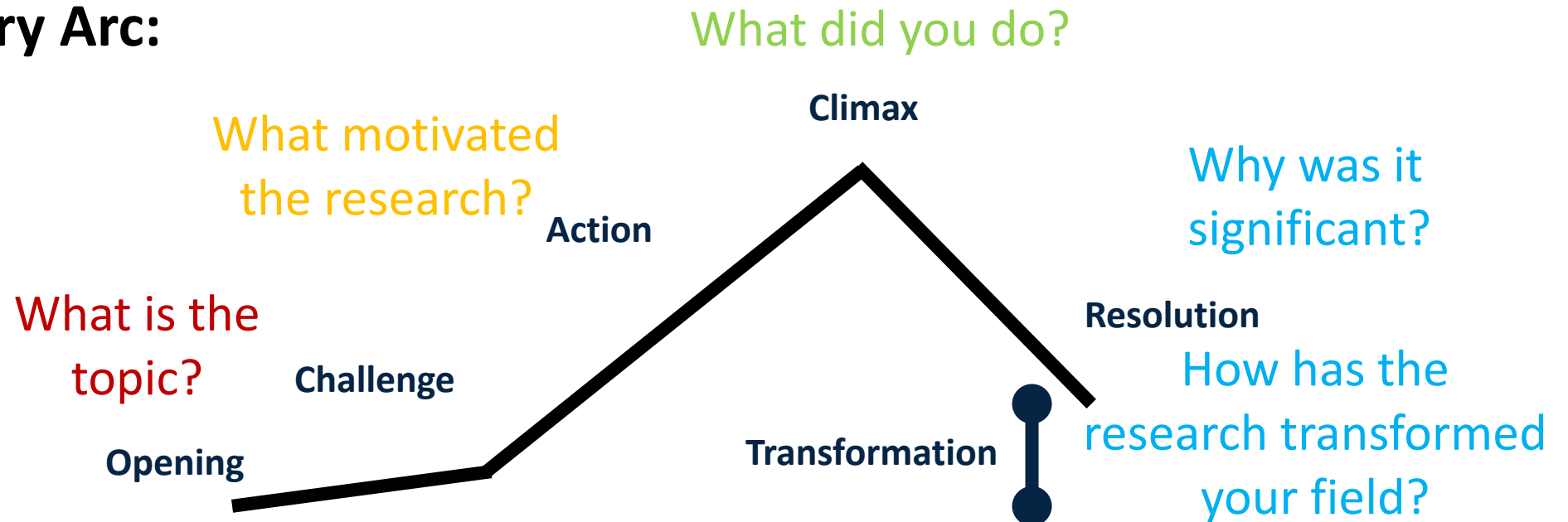
Forms & Examples: <https://grants.nih.gov/grants/forms/biosketch.htm>

Automatic Generated Biosketch: <https://www.ncbi.nlm.nih.gov/sciencv/>

# Each Contribution to Science should describe:

- Historical background that frames the scientific problem
- Central finding(s)
- Your specific role in the described work
- Influence of the finding(s) on the progress of science or the application of those finding(s) to health or technology

## Use a Story Arc:



# Each Contribution -- Cite up to four publications or research products

- Not published yet ? - you may mention manuscripts that have not yet been accepted for publication as part of your contribution, but you may cite only published papers to support each contribution
- Research Products include:
  - Publications
  - Interim research products ([https://grants.nih.gov/grants/interim\\_product\\_faqs.htm](https://grants.nih.gov/grants/interim_product_faqs.htm))
  - Conference proceedings such as meeting abstracts, posters, or other presentations
  - Patents
  - Databases
  - Educational aids or curricula
  - Protocols
  - Audio or video products
  - Data and research materials
  - Instruments or equipment
  - Models
  - Software or netware

# Personal Statement

*write last, specific for each proposal*

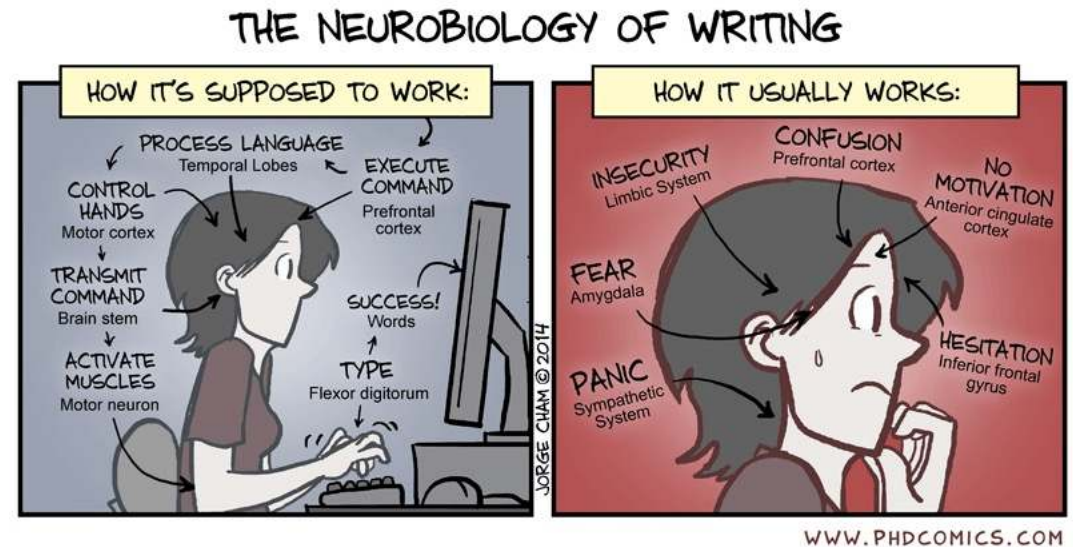
- Describe why you are well-suited for your role(s) in this project
  - Relevant factors include: aspects of your training; your previous experimental work on this specific topic or related topics; your technical expertise; your collaborators or scientific environment; and/or your past performance in this or related fields
- You may cite up to four publications or research products that highlight your experience and qualifications for this project
- You may highlight ongoing and recently (last three years) completed funding

Questions?

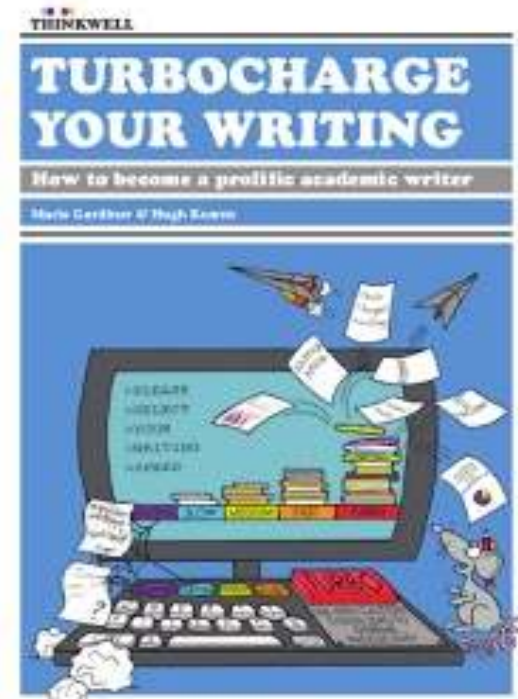
# Developing a writing routine

*... As a scientist, you are a professional writer. Writing is as important a tool in your toolbox as molecular biology, chemical analysis, statistics, or other purely "scientific" tools. Some of these tools allow us to generate data; others to analyze and communicate results. Writing is the most important of the latter. Because it forms the bridge to your audience, it can act as the rate-limiting step that constrains the effectiveness of all other tools.*

Joshua Schimel in [Writing Science: How to Write Papers that Get Cited and Proposals that Get Funded](#)



# Golden 2-hour Rule



<https://www.ithinkwell.com.au/>

Attend the  
Thursday  
Time to  
Write

# Ten simple rules for Scientists: Improving your writing productivity

1. Define your writing time
2. Create a working environment that really works
3. Write first, edit later
4. Use triggers to develop a productive writing habit
5. Be accountable
6. Seek feedback and ask for what you want
7. Think about what you're writing outside of your schedule writing time
8. Practice, Practice, Practice
9. Manage your self-talk about writing
10. Reevaluate your writing practice often



<https://doi.org/10.1371/journal.pcbi.1006379>

# Breakout Rooms

*Ask questions & learn more*

- **Breakout room #1:** Graduate Student Funding Opportunities
- **Breakout room #2:** NIH Fellowships (F30, F31, F32) Components & Requirements
- **Breakout room #3:** All About the NIH K Award



Lily Xu



Miles Tyner



Liz Sechel, MA



Crystal Botham, PhD