Department of Health and Human Services
Part 1. Overview Information

Participating Organization(s)

National Institutes of Health (NIH (http://www.nih.gov))

Components of Participating Organizations

National Institute on Minority Health and Health Disparities (NIMHD (http://www.nimhd.nih.gov/))
Fogarty International Center (FIC (http://www.fic.nih.gov))

Funding Opportunity Title

NIMHD Minority Health and Health Disparities Research Training (MHRT) Program (T37)

Activity Code

T37 (//grants.nih.gov/grants/funding/ac_search_results.htm?text_curr=t37&Search.x=0&Search.y=0&Search_Type=Activity) Minority International Research Training Grants

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Announcement Type

Reissue of RFA-MD-13-002 (https://grants.nih.gov/grants/guide/rfa-files/RFA-MD-13-002.html)

Related Notices

- August 23, 2018 (//grants.nih.gov/grants/guide/notice-files/NOT-MD-18-011.html) - Notice of Change of Receipt Date for RFA-MD-18-007 . See Notice NOT-MD-18-011 (//grants.nih.gov/grants/guide/notice-files/NOT-MD-18-011.html).
- August 23, 2018 (//grants.nih.gov/grants/guide/notice-files/NOT-MD-18-012.html) - Notice of Pre-Application Webinar for RFA-MD-18-007. See Notice NOT-MD-18-012 (//grants.nih.gov/grants/guide/notice-files/NOT-MD-18-012.html).

Funding Opportunity Announcement (FOA) Number

RFA-MD-18-007

Companion Funding Opportunity

None

Number of Applications

Only one application per institution is allowed, as defined in <u>Section III. 3. Additional Information on Eligibility</u>.

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

93.307, 93.989

Funding Opportunity Purpose

The National Institute on Minority Health and Health Disparities (NIMHD) invites applications for the Minority Health and Health Disparities Research Training (MHRT) awards. The Program supports research training activities in minority health and health disparities research for <u>individuals from diverse backgrounds, including groups underrepresented in biomedical, behavioral, clinical and social sciences research,</u> at domestic institutions and/or at specified foreign low and middle income (LMIC) locations. This program is intended to promote both domestic and international training opportunities in a diverse and inclusive environment for eligible undergraduate, post-baccalaureate and graduate students, as well as for eligible residents, fellows and postdoctoral students.

This Funding Opportunity Announcement (FOA) does not allow appointed Trainees to lead an independent clinical trial, but does allow them to obtain research experience in a clinical trial led by a mentor or co-mentor.

Key Dates

Posted Date

August 8, 2018

Open Date (Earliest Submission Date)

September 11, 2018

Letter of Intent Due Date(s)

September 11, 2018

Application Due Date(s)

New Date - October 24, 2018, by 5:00 PM local time of applicant organization. All <u>types of non-AIDS applications</u> allowed for this funding opportunity announcement are due on.

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.

AIDS Application Due Date(s)

Not Applicable

Scientific Merit Review

December 2018 <u>(http://grants1.nih.gov/grants/funding/submissionschedule.htm#reviewandaward)</u>

Advisory Council Review

May 2019 (http://grants1.nih.gov/grants/funding/submissionschedule.htm#reviewandaward)

Earliest Start Date

July 2019

Expiration Date

October 12, 2018

Due Dates for E.O. 12372

Not Applicable

Required Application Instructions

It is critical that applicants follow the Training (T) Instructions in the SF424 (R&R) Application Guide (//grants.nih.gov/grants/guide/url_redirect.htm?id=12000), except where instructed to do otherwise (in this FOA or in a Notice from the *NIH Guide for Grants and Contracts* (//grants.nih.gov/grants/guide/)). 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.

1. Use the NIH ASSIST system to prepare, submit and track your application online.

   Apply Online Using ASSIST

2. Use an institutional system-to-system (S2S) solution to prepare and submit your application to Grants.gov and eRA Commons (http://public.era.nih.gov/commons/) to track your application. Check with your institutional officials regarding availability.

3. Use Grants.gov (http://www.grants.gov/web/grants/applicants/download-application-package.html#search=true&oppNum=RFA-MD-18-007) Workspace to prepare and submit your application and eRA Commons (http://public.era.nih.gov/commons/) to track your application.

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Part 2. Full Text of Announcement

Section I. Funding Opportunity Description

The NIMHD MHRT Program supports research training activities that complement other formal educational and training programs in the mission areas of NIH. The goals of the NIMHD MHRT program are to help ensure that a diverse pool of highly trained scientists is available in appropriate scientific disciplines to address the Nation's biomedical, behavioral, clinical and social sciences research needs; while at the same time, advancing scientific research to improve minority health and reduce health disparities, which is NIMHD's mission.

To accomplish these goals, this T37 training program is designed to train individuals from diverse backgrounds, including those from groups underrepresented in the biomedical, behavioral, clinical and social sciences research workforce, to conduct research and to prepare for careers in the biomedical, behavioral, clinical and social sciences.

Background

Every facet of the United States scientific research enterprise—from basic laboratory research to clinical and translational research to policy formation–requires intellect, creativity and a wide range of skill sets and viewpoints. NIH's ability to help ensure that the nation remains a global leader in scientific discovery and innovation is dependent upon a pool of highly talented scientists from diverse backgrounds who will help to further NIH's mission.

Research shows that diverse teams working together and capitalizing on innovative ideas and distinct perspectives outperform homogenous teams. Scientists and trainees from diverse backgrounds and life experiences bring different perspectives, creativity, and individual enterprise to address complex scientific problems. 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 training in health research; and enhancing public trust.

In spite of tremendous advancements in scientific research, information, educational and research opportunities are not equally available to all. The MHRT program supports training activities that enhance the diversity of the biomedical, behavioral, clinical and social sciences research workforce, as well as the training of individuals who are from groups underrepresented in the biomedical, behavioral, clinical and social sciences research enterprise, as described in NOT-OD-18-210 (https://grants.nih.gov/grants/guide/notice-files/NOT-OD-18-210.html).

NIMHD Interest in Diversity

Individuals from medically underserved populations are severely underrepresented in the scientific workforce. NIMHD invests efforts to develop, train, and retain individuals from diverse backgrounds, including those from underserved populations, in order to increase the pool of scientists that are prepared to address contemporary needs in science and technology. NIMHD is committed to understanding the impact

of discrimination and hidden biases and how they may impact scientific workforce participation and composition. We are also interested in how these factors may contribute to health disparities, and individuals who are served in health care settings. This dedication is necessary to impact health disparities and the public health burden associated with diverse population groups.

Need for the Program

There is a critical need for trained researchers in several health areas that disproportionately affect health disparities and underserved populations as the Nation becomes increasingly diverse. Published reports from the Association of American Medical Colleges the National Academy of Sciences, the American Federation for Medical Research, the National Science Foundation and others provide evidence that there is a need to replenish and diversify the U.S. workforce in the biomedical, behavioral, clinical and social sciences, whose small numbers are insufficient to meet the increasing needs for health sciences research (http://www.nsf.gov/statistics/wmpd/2013/race.cfm (http://www.nsf.gov/statistics/wmpd/2013/race.cfm))

(http://sites.nationalacademies.org/cs/groups/pgasite/documents/webpage/pga_057621.pdf (http://sites.nationalacademies.org/cs/groups/pgasite/documents/webpage/pga_057621.pdf))

(http://science.sciencemag.org/content/333/6045/1015.full (http://science.sciencemag.org/content/333/6045 /1015.full)). In addition to domestic research training, international research training in countries with high immigration to the U.S. also supports this goal, as it can further the understanding of the health of immigrant populations in the U.S.

Program Purpose

The purpose of the MHRT program is to develop and/or enhance a research training program that allows for both domestic and international training opportunities for eligible individuals from diverse backgrounds, including those from groups underrepresented in the biomedical, behavioral, clinical and social sciences research workforce, and who are interested in careers in these areas of minority health and health disparities research.

The training program should provide:

- The enhancement of the trainees' ability to conceptualize and think through research problems with increasing independence;
- Experience conducting research using state-of-the-art methods as well as presenting and publishing their research findings;
- The opportunity to interact with members of the scientific community at appropriate scientific meetings and workshops;
- The enhancement of the trainees' understanding of minority health and health disparities research; and
- The enhancement of the trainees' understanding of the health-related sciences and the relationship of their research training to minority health, health disparities science and global health.

The intention of the MHRT Program is to provide grant support to institutions that offer doctorate degrees in the health professions or in a health-related science.

The MHRT program provides up to five years of support for eight to ten trainees per year. The minimum requirement is full-time training for a period of 10-12 weeks; however, training up to one year may be undertaken, especially for those individuals further in their careers (i.e., residents, fellows, and postdoctoral students). Trainees are required to be supervised by experienced researchers and exposed to individuals with active research careers to facilitate learning about research career options. The training program should be of sufficient depth to enable selected trainees to have a thorough exposure to the principles underlying the conduct of clinical, population, behavioral or social sciences research in particular; as well as to health disparities research.

Training may take place at domestic sites and/or at foreign sites in LMIC (https://data.worldbank.org/income-level/low-and-middle-income (https://data.worldbank.org/income-level/low-and-middle-income)) from which a significant proportion of immigrants come to the United States. These locations include sites located primarily in Latin America (Mexico, Central and South America); the Caribbean; Sub-Saharan and West Africa; and Southeast Asia.

The duration of training, the transition of trainees to individual support mechanisms, and their transition to the next career stage are important considerations in MHRT training programs. PDs/PIs should limit trainee selection to eligible individuals who are committed to a research career.

Clinical, population and behavioral research and the resulting scientific knowledge are increasingly complex and multidisciplinary in nature. Applicants are encouraged to develop institutional training programs that will expose trainees to a diversity of scientific approaches, systems for study, research approaches, and tools and technologies. Partnerships with other institutions (e.g., HBCUs) may be warranted depending upon the goals of the proposed training program.

The career outcome goals for individuals supported by MHRT training programs is to remain in health sciences-related research, particularly with respect to diseases that disproportionately impact health disparity populations.   This will include both research-intensive careers in academia and industry and research-related careers in various sectors, e.g., academic institutions, government agencies, for-profit businesses, and private foundations. Training programs should make available structured, career development mentoring and learning opportunities (e.g., workshops, discussions, Individual Development Plans) to provide trainees knowledge of various potential career directions and the steps needed to transition to the next stage of their chosen career.

MHRT research training grants must be used to support a program of full-time research training. Within the full-time training period, trainees must devote their time to the proposed research training and must confine clinical duties to those that are an integral part of the research training experience. The program may not be used to support research studies leading to the MD, DDS, or other clinical, health-professional training.

Training is not intended, and may not be used, to support activities that would ordinarily be part of a research degree program; residency training of physicians or other health professionals; activities for which NRSA support is provided under 42 USC 288; or for compensation for employment or for the performance of personal services by individuals receiving training and instruction.

Specific Areas of Research Interest
Areas of specific interest include but are not limited to the following:

-Development of preventive, diagnostic and therapeutic healthcare interventions that can contribute to reducing health disparities;

-Research in clinical settings that addresses access to health care, improvement of patient safety, reduction of medical errors and healthcare delivery costs, coordination of care, impact of health -information technology on coordination and quality of care, shared decision making on patient satisfaction and health outcomes, patient-clinician communication and quality of health care;

-Genomic and epigenomic risk and protective factors;

-Effects of chronic stress on physiological functioning (allostatic load) across the life course;

-Mechanisms through which behavioral risk and protective factors influence the development of adverse health conditions;

-Individual-level strategies and interpersonal relationships for coping with adversity and chronic stress;

-Impact of racism and discrimination on health behavior and strategies to ameliorate their effects;

-Mechanisms underlying health literacy and health numeracy and their influence on health-seeking or health-harming behaviors;

-Epidemiologic studies that identify and describe disease burden and risk factors in disparity populations;

-Population-level gene-environment interaction studies;

-Behavioral, sociocultural, and environmental influences on disease risks and outcomes;

-Epidemiological, behavioral, social applied and surveillance research to understand the impact of social determinants on community health and population wellbeing;

-Research integrating the multiple determinants of health at the biologic, behavioral, and contextual levels and their interactions; and

-Research informing and establishing community- and population-level and public health practices that improve population health and reduce health disparities.

Program Considerations

Training grants through the MHRT Program are intended to introduce students to research that would not otherwise be available through their regular course of study. The research training experiences should be tailored to the individual to meet his/her training goals. Didactic instruction must include training in the responsible conduct of research..

Grantee organizations may provide training to eligible students enrolled at other institutions through a partnership or consortium structure. Consortia should be well justified to enhance the goals and objectives of the training program. Consortium partners will be identified by the applicant organization, and each partner institution must identify faculty at their location who have agreed to serve as mentors.

This Funding Opportunity Announcement (FOA) does not allow appointed trainees to lead an independent clinical trial, but does allow them to obtain research experience in a clinical trial led by a mentor or co-mentor. NIH strongly supports training towards a career in clinically relevant research.

See Section VIII. Other Information for award authorities and regulations.

Section II. Award Information

Funding Instrument

Grant: A support mechanism providing money, property, or both to an eligible entity to carry out an approved project or activity.

Application Types Allowed

New
Renewal

The OER Glossary (//grants.nih.gov/grants/guide/url_redirect.htm?id=11116) and the SF424 (R&R) Application Guide provide details on these application types.

Clinical Trial?

Not Allowed: Only accepting applications that do not propose clinical trials

Note: Appointed Trainees are permitted to obtain research experience in a clinical trial led by a mentor or co-mentor.

[Need help determining whether you are doing a clinical trial? (https://grants.nih.gov/grants/guide /url_redirect.htm?id=82370)](https://grants.nih.gov/grants/guide/url_redirect.htm?id=82370)

Funds Available and Anticipated Number of Awards

The number of awards is contingent upon NIH appropriations and the submission of a sufficient number of meritorious applications.

NIMHD intends to fund an estimate of 16 awards, corresponding to a total of $4.5 million in fiscal year 2019. Future year amounts will depend on annual appropriations.

Fogarty International Center intends to provide support to co-fund one application in fiscal year 2019.

Award Budget

Application budgets are limited to $250,000 in annual direct costs. Funds may be used only for expenses that are directly related to and necessary for the research training and must be expended in conformance with OMB Cost Principles, the [NIH Grants Policy Statement (//grants.nih.gov/grants/guide /url_redirect.htm?id=11120)](//grants.nih.gov/grants/guide/url_redirect.htm?id=11120), and the regulations, policies, guidelines and conditions set forth in this document.

Award Project Period

The scope of the proposed project should determine the project period. The maximum project period is 5 years.

Other Award Budget Information

Stipends, Tuition, and Fees

Personnel Costs and Participant Costs

Trainee Stipends: Trainees (but not employees) may be paid a monthly stipend to help defray living expenses during the research training experience based on Ruth L. Kirschstein National Research Service Award (NRSA) stipend levels according to their academic professional level experience. Trainees are not viewed as employees of either the Federal government or the awardee institution. Grant funds may not be requested or expended for compensation for employment or for the performance of personal services by individuals receiving training and instruction. The current NRSA stipend levels are described in [NOT-OD-18-175 (https://grants.nih.gov/grants/guide/notice-files/NOT-OD-18-175.html)](https://grants.nih.gov/grants/guide/notice-files/NOT-OD-18-175.html) Post-baccalaureate trainees may receive a stipend of $1,548 monthly.

U.S. Faculty Mentors: Applicants may request salary support for up to 3 person months annually for a U.S. faculty mentor at a foreign country training site where adequate foreign faculty mentorship is not available to the trainees. U.S. faculty salary support equivalent to U.S. institutional salary may be requested only if no institutional or federal salary support is available during the research training period as documented by the applicant institution administrative official, and such practice is consistent with institutional policy. Applicants can request support for a maximum of two U.S. faculty mentors for up to 3 person months in

two countries annually (including the U.S.) combined. The 3 person months of salary support may be used for multiple faculty mentors if a single mentor is not able to remain in the site for the duration of the training program.

Foreign Faculty Mentors, if applicable: Foreign mentors may request funds up to $500 annually for use in research support activities related to hosting the trainee. This amount may be offered to only mentors from foreign institutions that do not charge student bench fees or tuition. Support for foreign faculty may not be requested if support is requested for a U.S. faculty mentor for the research training period at that foreign country site.

Tuition and Fees: Funds for tuition and fees associated with the research experience may be requested up to a maximum level of $2000 per trainee annually, regardless of academic professional level. Tuition at the U.S. institution or bench fees at a foreign institution during a research training period will be allowed only if such charges are required of all persons in similar training status at the applicant or host institution. Tuition for specific coursework related to the project, such as language courses at the U.S. or foreign institution can be supported. The program may provide funds to cover fees for visas required for trainee participation at foreign sites in the program. All expenses in this category of tuition and fees should be itemized and justified for each site.

Trainee Travel

Airfare and local ground transportation to each foreign site, if applicable, may be requested for trainees and U.S. faculty mentors. Foreign site housing and living expenses (included within per diem costs) of up to $2400 per month may be requested for trainees and U.S. faculty mentors (when appropriate and supported by applicant's program plan). Trainees from other institutions may be supported for travel and per diem expenses to attend orientation and responsible conduct of research training as well as post-travel activities associated with the MHRT program at the PD/PI's institution or at a collaborating site designated by the PD/PI.

Trainee travel to attend scientific meetings and workshops that the institution determines to be necessary for the individual's research training experience is an allowable trainee expense for predoctoral and postdoctoral trainees.

Training Related Expenses
Other Program Related Expenses

Training Related Expenses: Funds to help defray research training expenses, such as equipment, research training supplies, computer access, interpreters and faculty/staff travel directly related to the research training program are allowable expenses up to a maximum level of $1000 per month per trainee and may be included in the proposed budget. These expenses must be justified as specifically required by the proposed program and must not duplicate items generally available at the applicant institution.

Additional funds may be requested to cover other expenses directly related to the MHRT program activities, including program and cultural orientation and health insurance. Each cost must be itemized in the budget justification section. The applicant must ensure that all trainees have comprehensive medical and international travel insurance for the duration of the trainees' international research experiences. If institutional or personal medical insurance does not adequately cover trainees during foreign travel, self-only medical insurance may be charged to the grant only if such practice is consistent with institutional policy.

Program Administration: The applicant institution may request up to $50,000 (cumulatively annually) in

salary support for the PD/PIs annually, other administrative personnel and other administrative costs related to the MHRT program.

U.S. faculty mentors from other institutions may be supported for travel and per diem expenses to attend training advisory committee meetings. Travel and per diem expenses may be requested for short-term visits (less than 1 month stay) of foreign faculty mentors to the U.S. applicant institution to participate in MHRT program associated student training activities and/or training advisory committee meetings.

Indirect Costs

Indirect Costs (also known as Facilities & Administrative [F&A] Costs) are reimbursed at 8% of modified total direct costs (exclusive of tuition and fees, consortium costs in excess of $25,000, and expenditures for equipment), rather than on the basis of a negotiated rate agreement.

NIH grants policies as described in the *NIH Grants Policy Statement (//grants.nih.gov/grants/guide/url_redirect.htm?id=11120)* will apply to the applications submitted and awards made from this FOA.

Section III. Eligibility Information
1. Eligible Applicants
Eligible Organizations
Higher Education Institutions

- Public/State Controlled Institutions of Higher Education
- Private Institutions of Higher Education

The following types of Higher Education Institutions are always encouraged to apply for NIH support as Public or Private Institutions of Higher Education:

- Hispanic-serving Institutions
- Historically Black Colleges and Universities (HBCUs)
- Tribally Controlled Colleges and Universities (TCCUs)
- Alaska Native and Native Hawaiian Serving Institutions
- Asian American Native American Pacific Islander Serving Institutions (AANAPISIs)

The sponsoring institution must assure support for the proposed program. Appropriate institutional commitment to the program includes the provision of adequate staff, facilities, and educational resources that can contribute to the planned program.

The applicant institution must have a strong and high quality research program in the area(s) proposed under this FOA and must have the requisite faculty, staff, potential trainees and facilities on site to conduct the proposed institutional program. In many cases, it is anticipated that the proposed program will complement other ongoing career development programs occurring at the applicant institution and that a substantial number of program faculty will have active research projects in which participating scholars may gain relevant experiences consistent with their research interests and goals.

Foreign Institutions
Non-domestic (non-U.S.) Entities (Foreign Institutions) **are not** eligible to apply.

Non-domestic (non-U.S.) components of U.S. Organizations **are not** eligible to apply.

Foreign components, as defined (https://grants.nih.gov/grants/guide/url_redirect.htm?id=11118) in the NIH Grants Policy Statement (https://grants.nih.gov/grants/guide/url_redirect.htm?id=11120), **are** allowed.

Required Registrations
Applicant Organizations

Applicant organizations must complete and maintain the following registrations as described in the SF 424 (R&R) Application Guide to be eligible to apply for or receive an award. All registrations must be completed prior to the application being submitted. Registration can take 6 weeks or more, so applicants should begin the registration process as soon as possible. The NIH Policy on Late Submission of Grant Applications (//grants.nih.gov/grants/guide/notice-files/NOT-OD-15-039.html) states that failure to complete registrations in advance of a due date is not a valid reason for a late submission.

- Dun and Bradstreet Universal Numbering System (DUNS) (http://fedgov.dnb.com/webform) - All registrations require that applicants be issued a DUNS number. After obtaining a DUNS number, applicants can begin both SAM and eRA Commons registrations. The same DUNS number must be used for all registrations, as well as on the grant application.
- System for Award Management (SAM) (https://www.sam.gov/portal/public/SAM/) (formerly CCR) – Applicants must complete and maintain an active registration, **which requires renewal at least annually**. The renewal process may require as much time as the initial registration. SAM registration includes the assignment of a Commercial and Government Entity (CAGE) Code for domestic organizations which have not already been assigned a CAGE Code.
    - NATO Commercial and Government Entity (NCAGE) Code (//grants.nih.gov/grants/guide/url_redirect.htm?id=11176) – Foreign organizations must obtain an NCAGE code (in lieu of a CAGE code) in order to register in SAM.
- eRA Commons (//grants.nih.gov/grants/guide/url_redirect.htm?id=11123) - Applicants must have an active DUNS number and SAM registration in order to complete the eRA Commons registration. Organizations can register with the eRA Commons as they are working through their SAM or Grants.gov registration. eRA Commons requires organizations to identify at least one Signing Official (SO) and at least one Program Director/Principal Investigator (PD/PI) account in order to submit an application.
- Grants.gov (//grants.nih.gov/grants/guide/url_redirect.htm?id=82300) – Applicants must have an active DUNS number and SAM registration in order to complete the Grants.gov registration.

Program Directors/Principal Investigators (PD(s)/PI(s))

All PD(s)/PI(s) must have an eRA Commons account. PD(s)/PI(s) should work with their organizational officials to either create a new account or to affiliate their existing account with the applicant organization in eRA Commons.If the PD/PI is also the organizational Signing Official, they must have two distinct eRA Commons accounts, one for each role. Obtaining an eRA Commons account can take up to 2 weeks.

Eligible Individuals (Program Director/Principal Investigator)

Any individual(s) with the skills, knowledge, and resources necessary to carry out the proposed research training program as the Training Program Director/Principal Investigator (Training PD/PI) is invited to work with his/her organization to develop an application for support. Individuals from underrepresented racial and ethnic groups as well as individuals with disabilities are always encouraged to apply for NIH support.

For institutions/organizations proposing multiple PDs/PIs, visit the Multiple Program Director/Principal Investigator Policy (//grants.nih.gov/grants/multi_pi/index.htm) and submission details in the Senior/Key Person Profile (Expanded) Component of the SF 424 (R&R) Application Guide.

The PD/PI should be an established investigator in the scientific area in which the application is targeted and capable of providing both administrative and scientific leadership to the development and implementation of the proposed program. The PD/PI will be responsible for the selection and appointment of trainees to the approved research training program, and for the overall direction, management, administration, and

evaluation of the program. The PD/PI will be expected to monitor and assess the program and submit all documents and reports as required. The PD/PI has responsibility for the day to day administration of the program and is responsible for appointing members of the Advisory Committee (when applicable), using their recommendations to determine the appropriate allotment of funds.

2. Cost Sharing

This FOA does not require cost sharing as defined in the *NIH Grants Policy Statement. (//grants.nih.gov /grants/guide/url_redirect.htm?id=11126)*

3. Additional Information on Eligibility

Number of Applications

Only one application per institution (normally identified by having a unique DUNS number or NIH IPF number) is allowed.

The NIH will not accept duplicate or highly overlapping applications under review at the same time. This means that the NIH will not accept:

- A new (A0) application that is submitted before issuance of the summary statement from the review of an overlapping new (A0) or resubmission (A1) application.
- A resubmission (A1) application that is submitted before issuance of the summary statement from the review of the previous new (A0) application.
- An application that has substantial overlap with another application pending appeal of initial peer review (see NOT-OD-11-101 (//grants.nih.gov/grants/guide/notice-files/NOT-OD-11-101.html)).

Preceptors/Mentors

Program faculty should have strong records as researchers, including recent publications and successful competition for research support in the area of the proposed research training program. Program faculty should also have a record of research training, including successful, former trainees who have established productive careers relevant to the NIH mission. Researchers from diverse backgrounds, including racial and ethnic minorities, persons with disabilities, and women are encouraged to participate as mentors.

Trainees

Applicant institutions are encouraged to recruit potential program participants from diverse backgrounds, including individuals from racial and ethnic groups that are underrepresented in the biomedical, behavioral, clinical, or social sciences research workforce, individuals from economically disadvantaged backgrounds, and persons with disabilities, as described in NOT-OD-18-210 (https://grants.nih.gov/grants/guide/notice-files/NOT-OD-18-210.html).

The individual to be trained must be a citizen or a noncitizen national of the United States or have been lawfully admitted for permanent residence at the time of appointment. Additional details on citizenship, training period, and aggregate duration of support are available in the *NIH Grants Policy Statement (//grants.nih.gov/grants/guide/url_redirect.htm?id=61131).*

All trainees are required to pursue their research training full time, normally defined as 40 hours per week, or as specified by the sponsoring institution in accordance with its own policies. Undergraduate trainees must be juniors or seniors. Post-baccalaureate trainees must have a BA or a BS from an accredited domestic or foreign academic institution. At least 50% of trainees each year must be at the pre-doctoral and/or post-doctoral level.

Predoctoral trainees must be enrolled in a program leading to a PhD or in an equivalent research doctoral degree program. Health-professional students who wish to interrupt their studies for a year or more to engage in full-time research training before completing their formal training programs, are also eligible.

Postdoctoral trainees must have received, as of the beginning date of the appointment, a Ph.D., M.D., D.D.S., or comparable doctoral degree from an accredited domestic or foreign institution. Comparable doctoral degrees include, but are not limited to, the following: D.M.D., DC, DO, DVM., OD, DPM, ScD, EngD, DrPH, DNSc, DPT, PharmD, ND (Doctor of Naturopathy), DSW, PsyD, as well as a doctoral degree in nursing research. Documentation by an authorized official of the degree-granting institution certifying all degree requirements have been met prior to the beginning date of the training appointment is acceptable. Individuals in postgraduate clinical training, who wish to interrupt their studies for a year or more to engage in full-time research training before completing their formal training programs, are also eligible.

Within the full-time training period, trainees must devote their time to the proposed research training and must confine clinical duties to those that are an integral part of the research training experience.

Section IV. Application and Submission Information

1. Requesting an Application Package

Buttons to access the online ASSIST system or to download application forms are available in Part 1 of this FOA. See your administrative office for instructions if you plan to use an institutional system-to-system solution.

2. Content and Form of Application Submission

It is critical that applicants follow the Training (T) Instructions in the SF424 (R&R) Application Guide (//grants.nih.gov/grants/guide/url_redirect.htm?id=12000) except where instructed in this funding opportunity announcement to do otherwise. Conformance to the requirements in the Application Guide is required and strictly enforced. Applications that are out of compliance with these instructions may be delayed or not accepted for review.

For information on Application Submission and Receipt, visit Frequently Asked Questions – Application Guide, Electronic Submission of Grant Applications (//grants.nih.gov/grants/guide/url_redirect.htm?id=41137).

Letter of Intent

Although a letter of intent is not required, is not binding, and does not enter into the review of a subsequent application, the information that it contains allows IC staff to estimate the potential review workload and plan the review.

By the date listed in Part 1. Overview Information, prospective applicants are asked to submit a letter of intent that includes the following information:

- Descriptive title of proposed activity
- Name(s), address(es), and telephone number(s) of the PD(s)/PI(s)
- Names of other key personnel
- Participating institution(s)
- Number and title of this funding opportunity

The letter of intent should be sent to:

Thomas Vollberg, Sr. PhD
Telephone: 301-594-8770
Fax: 301-451-4484
Email: vollbert@mail.nih.gov (mailto:vollbert@mail.nih.gov)

Page Limitations

All page limitations described in the SF424 (R&R) Application Guide and the Table of Page Limits

(//grants.nih.gov/grants/guide/url_redirect.htm?id=61134) must be followed.

Instructions for Application Submission

The following section supplements the instructions found in the SF424 (R&R) Application Guide and should be used for preparing an application to this FOA.

SF424(R&R) Cover

Follow all instructions provided in the SF424 (R&R) Application Guide.

SF424(R&R) Project/Performance Site Locations

Follow all instructions provided in the SF424 (R&R) Application.

SF424 (R&R) Other Project Information

Follow all instructions provided in the SF424 (R&R) Application

Project Summary/Abstract. Provide an abstract of the entire application. Include the objectives, rationale and design of the research training program, as well as key activities in the training plan. Indicate the planned duration of appointments, the projected number of trainees including their levels (i.e., undergraduate, post-baccalaureate, predoctoral postdoctoral), and intended trainee outcomes.

Other Attachments.

A plan must be provided for the appointment of an Advisory Committee to monitor progress of the training program. The composition, roles, responsibilities, and desired expertise of committee members, frequency of committee meetings, and other relevant information should be included. Describe how the Advisory Committee will evaluate the overall effectiveness of the program. The application should provide a profile for the Advisory Committee composition and ideal characteristics for prospective members, without names. Proposed Advisory Committee members should be named in the application only if they were consulted for preparation of the application and are committed to participation on the Advisory Committee. Renewal applications with Advisory Committees should include the names of all committee members during the past project period. Please name your file "Advisory_Committee.pdf".

The Advisory Committee should contain at least six members. It should include at least 4 U.S. and foreign faculty members, if applicable (i.e., if training is intended to take place at foreign locations), directly involved in the MHRT program and at least 2 faculty members from appropriate fields who are not involved in the MHRT program.

Please name your file "Advisory_Committee.pdf".

The filename provided for each "Other Attachment" will be the name used for the bookmark in the electronic application in eRA Commons.

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

Follow all instructions provided in the SF424 (R&R) Application.

PHS 398 Cover Page Supplement

Follow all instructions provided in the SF424 (R&R) Application.

PHS 398 Training Subaward Budget Attachment(s)

Follow all instructions provided in the SF424 (R&R) Application Guide

Research and Related (R&R) Budget

Follow all instructions provided in the SF424 (R&R) Application Guide with the following additional modifications:

○ Include all personnel other than the Training PD(s)/PI(s) in the Other Personnel section, including clerical and administrative staff.
○ Use the section on Participant/Trainee Support Costs to include all allowable categories of funds requested to support participants in the program.

PHS 398 Research Training Program Plan

The PHS 398 Research Training Program Plan Form is comprised of the following sections:

○ Training Program
○ Faculty, Trainees, and Training Record
○ Other Training Program Sections
○ Appendix Note that the Appendix should only be used in circumstances covered in the NIH policy on appendix materials or if the FOA specifically instructs applicants to do so.

Follow all instructions provided in the SF424 (R&R) Application Guide with the following additional modifications:

Particular attention must be given to the required **Training Data Tables** (//grants.nih.gov/grants/guide/url_redirect.htm?id=61169) based on the academic professional level. Applicants should summarize, in the body of the application, key data from the tables that highlight the characteristics of the applicant pool, faculty mentors, the educational and career outcomes of participants—including publications and presentations to scientific conferences, if applicable—and other factors that contribute to the overall environment of the program. Programs involving all career levels (i.e., undergraduate, predoctoral, and postdoctoral) should complete Tables 1, 2, 3, 4, 5A, 5B, 5C, 6A, 6B, 8A, 8C, and 8D. Programs that include post-baccalaureate trainees should complete the Tables applicable to undergraduate trainees.

Training Program

Program Plan

Program Administration

Describe the strengths, leadership and administrative skills, and scientific expertise of the Training PD/PI. Include the planned strategy and administrative structure to be used to oversee and monitor the program. For applications with multiple PDs/PIs, address the Leadership Plan and how the combined knowledge, skills and experience of the individual PDs/PIs will enhance the likelihood of success of the program. Applicants must also provide evidence of their ability and expertise to manage an international training program, if applicable, including logistical and scheduling demands, scientific coordination, and managerial oversight of the foreign activity to ensure compliance with U.S. government requirements for training and training-related research. If applicable, applicants must also describe a process for contingency planning in the event that training at a proposed foreign site cannot begin or must be discontinued due to U.S. State Department travel restrictions or other safety issues.

Program Faculty

Describe in general terms the complementary expertise and experiences of the proposed mentors. Provide an overview of their active research and other scholarly activities, as well as track records of mentoring and training. Applicants must also provide information regarding the history of international research and/or training collaboration.

Proposed Training

The PD/PI should describe program activities intended to develop the working knowledge needed for trainees to select among and prepare for the next step in varied research career options available in the biomedical workforce. For example, programs should provide all trainees with instruction and training in oral and written presentation and in skills needed to apply for individual fellowship or grant support. All

postdoctoral trainees should also be provided with instruction in project management.

Describe in general terms the pool of potential candidates including information about the types of prior clinical and research training and the expected career level required for the program. Do not name prospective trainees. Describe plans to recruit candidates and explain how these plans will be implemented (see also section on Recruitment Plan to Enhance Diversity). Describe the evaluation criteria to be used in the selection of trainees.

For renewal applications, highlight how the training program has evolved in response to changes in relevant scientific and technical knowledge, educational practices, and to evaluation of the training program.

Recruitment Plan to Enhance Diversity
Not required.

Plan for Instruction in the Responsible Conduct of Research

Individuals are required to comply with the instructions for Plan for Instruction in the Responsible Conduct of Research as provided in the SF424 (R&R) Application Guide.

Training Record Section

Data Tables

Particular attention must be given to the required Training Data Tables (//grants.nih.gov/grants/guide/url_redirect.htm?id=61169).

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 theSF424 (R&R) Application Guide instructions.

PHS Assignment Request Form
All instructions in the SF424 (R&R) Application Guide must be followed.

3. Unique Entity Identifier and System for Award Management (SAM)
See Part 1. Section III.1 for information regarding the requirement for obtaining a unique entity identifier and for completing and maintaining active registrations in System for Award Management (SAM), NATO Commercial and Government Entity (NCAGE) Code (if applicable), eRA Commons, and Grants.gov

4. Submission Dates and Times
Part I. Overview Information contains information about Key Dates and times. Applicants are encouraged to submit applications before the due date to ensure they have time to make any application corrections that might be necessary for successful submission. When a submission date falls on a weekend or Federal holiday (https://grants.nih.gov/grants/guide/url_redirect.htm?id=82380), the application deadline is automatically extended to the next business day.

Organizations must submit applications to Grants.gov (//grants.nih.gov/grants/guide/url_redirect.htm?id=11128) (the online portal to find and apply for grants across all Federal agencies). Applicants must then complete the submission process by tracking the status of the application in the eRA Commons (//grants.nih.gov/grants/guide/url_redirect.htm?id=11123), NIH's electronic system for grants administration. NIH and Grants.gov systems check the application against many of the application

instructions upon submission. Errors must be corrected and a changed/corrected application must be submitted to Grants.gov on or before the application due date and time. If a Changed/Corrected application is submitted after the deadline, the application will be considered late. Applications that miss the due date and time are subjected to the NIH Policy on Late Application Submission.

Applicants are responsible for viewing their application before the due date in the eRA Commons to ensure accurate and successful submission.

Information on the submission process and a definition of on-time submission are provided in the SF424 (R&R) Application Guide.

5. Intergovernmental Review (E.O. 12372)

This initiative is not subject to intergovernmental review. (//grants.nih.gov/grants/guide /url_redirect.htm?id=11142)

6. Funding Restrictions

All NIH awards are subject to the terms and conditions, cost principles, and other considerations described in the *NIH Grants Policy Statement* (//grants.nih.gov/grants/guide/url_redirect.htm?id=11120).

Pre-award costs are allowable only as described in the *NIH Grants Policy Statement* (//grants.nih.gov/grants /guide/url_redirect.htm?id=11143). Note, however, that pre-award costs are not allowable charges for stipends or tuition/fees on institutional training grants because these costs may not be charged to the grant until a trainee has actually been appointed and the appropriate paperwork submitted to the NIH awarding component. Any additional costs associated with the decision to allow research elective credit for short-term research training are not allowable charges on an institutional training grant.

7. Other Submission Requirements and Information

Applications must be submitted electronically following the instructions described in the SF424 (R&R) Application Guide. Paper applications will not be accepted.

Applicants must complete all required registrations before the application due date.   Section III. Eligibility Information contains information about registration.

For assistance with your electronic application or for more information on the electronic submission process, visit Applying Electronically (//grants.nih.gov/grants/guide/url_redirect.htm?id=11144). If you encounter a system issue beyond your control that threatens your ability to complete the submission process on-time, you must follow the Guidelines for Applicants Experiencing System Issues (//grants.nih.gov/grants /ElectronicReceipt/support.htm#guidelines). For assistance with application submission, contact the Application Submission Contacts in Section VII.

Important reminders:

All PD(s)/PI(s) must include their eRA Commons ID in the Credential field of the Senior/Key Person Profile Component of the SF424(R&R) Application Package. Failure to register in the Commons and to include a valid PD/PI Commons ID in the credential field will prevent the successful submission of an electronic application to NIH.

The applicant organization must ensure that the DUNS number it provides on the application is the same number used in the organization's profile in the eRA Commons and for the System for Award Management (SAM). Additional information may be found in the SF424 (R&R) Application Guide.

See more tips (//grants.nih.gov/grants/guide/url_redirect.htm?id=11146) for avoiding common errors.

Upon receipt, applications will be evaluated for completeness and compliance with application instructions by the Center for Scientific Review and responsiveness by NIMHD. Applications that are incomplete, non-compliant and/or nonresponsive will not be reviewed.

Post Submission Materials

Applicants are required to follow the instructions for post-submission materials, as described in the policy (//grants.nih.gov/grants/guide/url_redirect.htm?id=82299). Any instructions provided here are in addition to the instructions in the policy.

Section V. Application Review Information

1. Criteria

Only the review criteria described below will be considered in the review process. As part of the NIH mission (//grants.nih.gov/grants/guide/url_redirect.htm?id=11149), all applications submitted to the NIH in support of biomedical and behavioral research are evaluated for scientific and technical merit through the NIH peer review system.

Overall Impact

Reviewers will provide an overall impact score to reflect their assessment of the likelihood that the proposed training program will prepare individuals for successful, productive scientific research careers and thereby exert a sustained influence on the research field(s) involved, in consideration of the following review criteria and additional review criteria (as applicable for the project proposed).

Scored Review Criteria

Reviewers will consider each of the review criteria below in the determination of the merit of the training program, and give a separate score for each. When applicable, the reviewers will consider relevant questions in the context of proposed short-term training. An application does not need to be strong in all categories to be judged likely to have major scientific impact.

Training Program and Environment

 Are the objectives, design, direction, and quality of the proposed short-term research training program appropriate? Does the proposed program provide suitable training for the levels of trainees (e.g., undergraduate, graduate, residents, fellows, post-doctoral students) being proposed and the area of science to be supported by the program? Is the quality of proposed course contents and training experience appropriate for all levels of trainees to be included in the program? Are the research facilities and research environment conducive to preparing trainees for successful careers as biomedical scientists? Is the proposed program of training likely to ensure that trainees will be prepared for successful and productive scientific careers? Do the courses, where relevant, and research training experiences address state-of-the-art science relevant to the aims of the program? Does the program provide training in inter- or multi-disciplinary research and/or provide training in state-of-the-art or novel methodologies and techniques? Is a significant level of institutional commitment to the program evident? Has a plan for local monitoring, oversight and mentoring of trainees at the foreign site(s) been established?

Training Program Director(s)/Principal Investigator(s) (PD(s)/PI(s))

- Does the PD/PI have the scientific background, expertise, and administrative and training experience to provide strong leadership, direction, management, and administration of the proposed research training program?

- Does the PD/PI plan to commit sufficient effort to ensure the program's success?
- **For applications designating multiple PDs/PIs:**
  - · Is a strong justification provided that the multiple PD/PI leadership approach will benefit the training program and the trainees?
  - · Is a strong and compelling leadership approach evident, including the designated roles and responsibilities, governance, and organizational structure consistent with and justified by the aims of the training program and the complementary expertise of the PDs/PIs?

Preceptors/Mentors

If the program will support clinical trial research experience for the Trainees, do the mentor(s) who will supervise the Trainee(s) have the expertise, experience, resources, and ability to provide appropriate guidance and help the Trainee(s) to meet the timelines?

If the program will support non-clinical trial research experience for the Trainees, do preceptors/mentors have the expertise, resources, and ability to provide appropriate guidance and help the Trainee(s) to meet the timelines?

Trainees

- Is a recruitment plan proposed with strategies likely to attract well-qualified trainees for the training program?
- Is there a competitive applicant pool of sufficient size and quality, at each of the proposed levels (predoctoral, postdoctoral and/or short-term), to ensure a successful training program?
- Does the program have access to candidates for short-term research training and the ability to recruit high quality, short-term trainees from the applicant institution and other institutions in partnership with the applicant, if applicable?

Training Record

- How successful are the trainees (or, for new applications, other past students/postdoctorates in similar training) in completing the program?
- Has the training program ensured that trainees are productive (or, for new applications, other past students/postdoctorates in similar training) in terms of research accomplishments, publication of research conducted during the training period, and subsequent training appointments and fellowship or career development awards?
- How successful are the trainees (or, for new applications, other past students/postdoctorates in similar training) in achieving productive scientific careers as evidenced by successful competition for research science positions in industry, academia, government or other research venues; grants; receipt of honors, awards, or patents; high-impact publications; promotion to scientific leadership positions; and/or other such measures of success?
- To what extent do trainees' subsequent positions in industrial, academic, government, non-profit, or other sectors benefit from their MHRT- supported research training and directly benefit the broader biomedical research enterprise?
- Does the program propose a rigorous evaluation plan to assess the quality and effectiveness of the training? Are effective mechanisms in place for obtaining feedback from current and former trainees?

Additional Review Criteria

As applicable for the project proposed, reviewers will evaluate the following additional items while determining scientific and technical merit, and in providing an overall impact score, but will not give separate scores for these items.

Protections for Human Subjects

Generally not applicable. Reviewers should bring any concerns to the attention of the Scientific Review Officer.

Inclusion of Women, Minorities, and Children

Generally not applicable. Reviewers should bring any concerns to the attention of the Scientific Review Officer.

Vertebrate Animals

Generally not applicable. Reviewers should bring any concerns to the attention of the Scientific Review Officer.

Biohazards

Generally not applicable. Reviewers should bring any concerns to the attention of the Scientific Review Officer.

Resubmissions

Not Applicable

Renewals

For Renewals, the committee will consider the progress made in the last funding period, including on the Recruitment Plan to Enhance Diversity, and Training in the Responsible Conduct of Research. Does the application describe the program's accomplishments over the past funding period(s)? Is the program achieving its training objectives? Has the program evaluated the quality and effectiveness of the training experience (and when applicable, short-term training experience), and is there evidence that the evaluation outcomes and feedback from trainees have been acted upon? Are changes proposed that are likely to improve or strengthen the research training experience during the next project period (may not be applicable to short-term training)? Does the program continue to evolve and reflect changes in the research area in which the training occurs?

Revisions

Not applicable

Additional Review Considerations

As applicable for the project proposed, reviewers will consider each of the following items, but will not give scores for these items, and should not consider them in providing an overall impact score.

Training in the Responsible Conduct of Research

All applications for support under this FOA must include a plan to fulfill NIH requirements for instruction in the Responsible Conduct of Research (RCR). Taking into account the specific characteristics of the training program, the level of trainee experience, and the particular circumstances of the trainees, the reviewers will evaluate the adequacy of the proposed RCR training in relation to the following five required components: 1) *Format -* Does the plan satisfactorily address the format of instruction, e.g. lectures, coursework and/or real-time discussion groups, including face-to-face interaction? (*A plan involving only on-line instruction is not acceptable.*); 2) *Subject Matter –* Does the plan include a sufficiently broad selection of subject matter, such as conflict of interest, authorship, data management, human subjects and animal use, laboratory safety, research misconduct, research ethics? 3) *Faculty Participation -* Does the plan adequately describe how faculty will participate in the instruction? For renewal applications, are all training faculty who served as course directors, speakers, lecturers, and/or

discussion leaders during the past project period named in the application? 4) *Duration of Instruction - Does the plan meet the minimum requirements for RCR, i.e., at least eight contact hours of instruction? 5) *Frequency of Instruction –* Does the plan meet the minimum requirements for RCR, i.e., at least once during each career stage (undergraduate, post-baccalaureate, predoctoral, postdoctoral, and faculty levels) and at a frequency of no less than once every four years?

For renewal applications, does the progress report document acceptable RCR instruction in the five components described above? Does the plan describe how participation in RCR instruction is being monitored? Are appropriate changes in the plan for RCR instruction proposed in response to feedback and in response to evolving issues related to responsible conduct of research?

Plans and past record will be rated as **ACCEPTABLE** or **UNACCEPTABLE**, and the summary statement will provide the consensus of the review committee.

Select Agent Research

Generally not applicable. Reviewers should bring any concerns to the attention of the Scientific Review Officer.

Budget and Period of Support

Reviewers will consider whether the budget and the requested period of support are fully justified and reasonable in relation to the proposed research.

2. Review and Selection Process

Applications will be evaluated for scientific and technical merit by (an) appropriate Scientific Review Group(s), convened by NIMHD in accordance with NIH peer review policy and procedures (//grants.nih.gov /grants/guide/url_redirect.htm?id=11154), using the stated review criteria. Assignment to a Scientific Review Group will be shown in the eRA Commons.

As part of the scientific peer review, all applications:

- May undergo a selection process in which only those applications deemed to have the highest scientific and technical merit (generally the top half of applications under review) will be discussed and assigned an overall impact score.
- Will receive a written critique.

Appeals (//grants.nih.gov/grants/guide/notice-files/NOT-OD-11-064.html) of initial peer review will not be accepted for applications submitted response to this FOA.

Applications will be assigned to the appropriate NIH Institute or Center. Applications will compete for available funds with all other recommended applications submitted in response to this FOA. Following initial peer review, recommended applications will receive a second level of review by the National Advisory Council on Minority Health and Health Disparities. The following will be considered in making funding decisions:

- Scientific and technical merit of the proposed project as determined by scientific peer review.
- Availability of funds.
- Relevance of the proposed project to program priorities. Training focused on non-laboratory research.
- Geographic distribution of awardees.

3. Anticipated Announcement and Award Dates

After the peer review of the application is completed, the PD/PI will be able to access his or her Summary Statement (written critique) via the eRA Commons (//grants.nih.gov/grants/guide/url_redirect.htm?id=11123). Refer to Part 1 for dates for peer review, advisory council review, and earliest start date

Information regarding the disposition of applications is available in the *NIH Grants Policy Statement (//grants.nih.gov/grants/guide/url_redirect.htm?id=11156)*.

Section VI. Award Administration Information

1. Award Notices

If the application is under consideration for funding, NIH will request "just-in-time" information from the applicant as described in the *NIH Grants Policy Statement (//grants.nih.gov/grants/guide /url_redirect.htm?id=11157)*.

A formal notification in the form of a Notice of Award (NoA) will be provided to the applicant organization for successful applications. The NoA signed by the grants management officer is the authorizing document and will be sent via email to the grantee's business official.

Awardees must comply with any funding restrictions described in Section IV.5. Funding Restrictions. Selection of an application for award is not an authorization to begin performance. Any costs incurred before receipt of the NoA are at the recipient's risk. These costs may be reimbursed only to the extent considered allowable pre-award costs.

Any application awarded in response to this FOA will be subject to terms and conditions found on the Award Conditions and Information for NIH Grants (//grants.nih.gov/grants/guide/url_redirect.htm?id=11158) website. This includes any recent legislation and policy applicable to awards that is highlighted on this website.

2. Administrative and National Policy Requirements

All NIH grant and cooperative agreement awards include the *NIH Grants Policy Statement (//grants.nih.gov /grants/guide/url_redirect.htm?id=11120)* as part of the NoA. For these terms of award, see the *NIH Grants Policy Statement* Part II: Terms and Conditions of NIH Grant Awards, Subpart A: General (//grants.nih.gov /grants/guide/url_redirect.htm?id=11157) and Part II: Terms and Conditions of NIH Grant Awards, Subpart B: Terms and Conditions for Specific Types of Grants, Grantees, and Activities (//grants.nih.gov/grants/guide /url_redirect.htm?id=11159). More information is provided at Award Conditions and Information for NIH Grants (//grants.nih.gov/grants/guide/url_redirect.htm?id=11158).

Recipients of federal financial assistance (FFA) from HHS must administer their programs in compliance with federal civil rights law. This means that recipients of HHS funds must ensure equal access to their programs without regard to a person's race, color, national origin, disability, age and, in some circumstances, sex and religion. This includes ensuring your programs are accessible to persons with limited English proficiency. HHS recognizes that research projects are often limited in scope for many reasons that are nondiscriminatory, such as the principal investigator's scientific interest, funding limitations, recruitment requirements, and other considerations. Thus, criteria in research protocols that target or exclude certain populations are warranted where nondiscriminatory justifications establish that such criteria are appropriate with respect to the health or safety of the subjects, the scientific study design, or the purpose of the research.

For additional guidance regarding how the provisions apply to NIH grant programs, please contact the Scientific/Research Contact that is identified in Section VII under Agency Contacts of this FOA. HHS provides general guidance to recipients of FFA on meeting their legal obligation to take reasonable steps to provide meaningful access to their programs by persons with limited English proficiency. Please see http://www.hhs.gov/ocr/civilrights/resources/laws/revisedlep.html. The HHS Office for Civil Rights also

provides guidance on complying with civil rights laws enforced by HHS. Please see http://www.hhs.gov /ocr/civilrights/understanding/section1557/index.html (http://www.hhs.gov/ocr/civilrights/understanding /section1557/index.html); and http://www.hhs.gov/ocr/civilrights/understanding/index.html (http://www.hhs.gov/ocr/civilrights/understanding/index.html). Recipients of FFA also have specific legal obligations for serving qualified individuals with disabilities. Please see http://www.hhs.gov/ocr/civilrights /understanding/disability/index.html (http://www.hhs.gov/ocr/civilrights/understanding/disability/index.html). Please contact the HHS Office for Civil Rights for more information about obligations and prohibitions under federal civil rights laws at http://www.hhs.gov/ocr/office/about/rgn-hqaddresses.html (http://www.hhs.gov /ocr/office/about/rgn-hqaddresses.html) or call 1-800-368-1019 or TDD 1-800-537-7697. Also note it is an HHS Departmental goal to ensure access to quality, culturally competent care, including long-term services and supports, for vulnerable populations. For further guidance on providing culturally and linguistically appropriate services, recipients should review the National Standards for Culturally and Linguistically Appropriate Services in Health and Health Care at http://minorityhealth.hhs.gov/omh/browse.aspx?lvl=2& lvlid=53 (http://minorityhealth.hhs.gov/omh/browse.aspx?lvl=2&lvlid=53).

In accordance with the statutory provisions contained in Section 872 of the Duncan Hunter National Defense Authorization Act of Fiscal Year 2009 (Public Law 110-417), NIH awards will be subject to the Federal Awardee Performance and Integrity Information System (FAPIIS) requirements. FAPIIS requires Federal award making officials to review and consider information about an applicant in the designated integrity and performance system (currently FAPIIS) prior to making an award. An applicant, at its option, may review information in the designated integrity and performance systems accessible through FAPIIS and comment on any information about itself that a Federal agency previously entered and is currently in FAPIIS. The Federal awarding agency will consider any comments by the applicant, in addition to other information in FAPIIS, in making a judgement about the applicant's integrity, business ethics, and record of performance under Federal awards when completing the review of risk posed by applicants as described in 45 CFR Part 75.205 "Federal awarding agency review of risk posed by applicants." This provision will apply to all NIH grants and cooperative agreements except fellowships.

Inventions and Copyrights

Awards made primarily for educational purposes are exempted from the PHS invention requirements and thus invention reporting is not required, as described in the *NIH Grants Policy Statement* (//grants.nih.gov /grants/guide/url_redirect.htm?id=61131).

Cooperative Agreement Terms and Conditions of Award

Not Applicable

3. Reporting

When multiple years are involved, awardees will be required to submit the Research Performance Progress Report (RPPR) (//grants.nih.gov/grants/rppr/index.htm) and Federal Financial Reports annually. Continuation support will not be provided until the required forms are submitted and accepted.

Failure by the grantee institution to submit required forms in a timely, complete, and accurate manner may result in an expenditure disallowance or a delay in any continuation funding for the award.

The Federal Funding Accountability and Transparency Act of 2006 (Transparency Act), includes a requirement for awardees of Federal grants to report information about first-tier subawards and executive compensation under Federal assistance awards issued in FY2011 or later. All awardees of applicable NIH grants and cooperative agreements are required to report to the Federal Subaward Reporting System (FSRS) available at www.fsrs.gov (//grants.nih.gov/grants/guide/url_redirect.htm?id=11170) on all subawards over $25,000. See the *NIH Grants Policy Statement* (//grants.nih.gov/grants/guide /url_redirect.htm?id=11171) for additional information on this reporting requirement.

Other Reporting Requirements

Within the non-competing progress report (RPPR) and final/interim RPPR, an assurance is required that all trainees (1) were U.S. citizens or non-citizen nationals of the U.S. or lawfully admitted permanent residents at the time of appointment; (2) were recruited from diverse backgrounds, including individuals from racial and ethnic groups that are underrepresented in the biomedical, behavioral, clinical, or social sciences research workforce, individuals from economically disadvantaged backgrounds, and persons with disabilities, as described in NOT-OD-18-210 (https://grants.nih.gov/grants/guide/notice-files/NOT-OD-18-210.html); and (3) include a list of all foreign sites, with the following information about each foreign site: name, telephone number and email address of each of the foreign collaborators; institution name; city and country; and total cost of each of the foreign components/sites for the reporting period.

- • The institution must submit a completed Statement of Appointment (PHS Form 2271) for each trainee appointed or reappointed to the training grant for 8 weeks or more. Grantees must submit the PHS 2271 data electronically using the xTrain system. More information on xTrain is available at xTrain (eRA Commons). An appointment or reappointment may begin any time during the budget period, but not before the budget period start date of the grant year.
- A notarized statement verifying possession of permanent residency documentation must be submitted with the Statement of Appointment (PHS Form 2271 (//grants.nih.gov/grants/guide/url_redirect.htm?id=61189)). Individuals with a Conditional Permanent Resident status must first meet full (non-conditional) Permanent Residency requirements before receiving support.
- Termination Notice: Within 30 days of the end of the total support period, the institution must submit a Termination Notice (PHS Form 416-7 (//grants.nih.gov/grants/guide/url_redirect.htm?id=41179)) via xTrain (//grants.nih.gov/grants/guide/url_redirect.htm?id=41183) for each trainee appointed for eight weeks or more.

A final RPPR and the expenditure data portion of the Federal Financial Report are required for closeout of an award as described in the *NIH Grants Policy Statement* (//grants.nih.gov/grants/guide/url_redirect.htm?id=11161). Evaluation results should be included as part of the final RPPR.

In accordance with the regulatory requirements provided at 45 CFR 75.113 and Appendix XII to 45 CFR Part 75, recipients that have currently active Federal grants, cooperative agreements, and procurement contracts from all Federal awarding agencies with a cumulative total value greater than $10,000,000 for any period of time during the period of performance of a Federal award, must report and maintain the currency of information reported in the System for Award Management (SAM) about civil, criminal, and administrative proceedings in connection with the award or performance of a Federal award that reached final disposition within the most recent five-year period. The recipient must also make semiannual disclosures regarding such proceedings. Proceedings information will be made publicly available in the designated integrity and performance system (currently FAPIIS). This is a statutory requirement under section 872 of Public Law 110-417, as amended (41 U.S.C. 2313). As required by section 3010 of Public Law 111-212, all information posted in the designated integrity and performance system on or after April 15, 2011, except past performance reviews required for Federal procurement contracts, will be publicly available. Full reporting requirements and procedures are found in Appendix XII to 45 CFR Part 75 – Award Term and Conditions for Recipient Integrity and Performance Matters.

4. Evaluation

In carrying out its stewardship of human resource-related programs, the NIH may request information essential to an assessment of the effectiveness of this program from databases and from participants themselves. Participants may be contacted after the completion of this award for periodic updates on various aspects of their employment history, publications, support from research grants or contracts, honors and awards, professional activities, and other information helpful in evaluating the impact of the program.

Within ten years of making awards under this program, NIMHD will assess the program's overall outcomes, gauge its effectiveness in enhancing diversity, and consider whether there is a continuing need for the program. Upon the completion of this evaluation, NIH will determine whether to (a) continue the program as currently configured, (b) continue the program with modifications, or (c) discontinue the program.

The overall evaluation of the program will be based on metrics that will include, but are not limited to, the following:

For programs involving undergraduate students:

- Successful completion of an undergraduate degree
- Enrollment in an advanced degree program in a biomedical, behavioral, clinical or social science-related field; or in a health disparities science-related field
- Subsequent participation in a formal research training or career development program in a designated field
- Subsequent participation in research or employment in a designated field
- Authorship of scientific publications in a designated field

For programs involving post-baccalaureate students:

- Enrollment in an advanced degree program in a biomedical, behavioral, clinical or social science-related field; or in a health disparities science-related field
- Subsequent participation in a formal research training or career development program in a designated field
- Subsequent participation in research or employment in a designated field
- Authorship of scientific publications in a designated field

For programs involving graduate students:

- Successful completion of a biomedical, behavioral, clinical or social science-related doctoral graduate program; or in a health disparities science-related doctoral graduate program
- Subsequent participation in a formal research training or career development program in a designated field
- Subsequent participation in research or employment in a designated field
- Authorship of scientific publications in a designated field
- Subsequent independent research grant support from NIH or another source

For programs involving postdoctorates and early career investigators:

- Subsequent participation in a formal research training or career development program in a biomedical, behavioral, clinical or social-science field; or in a health disparities science-related field
- Subsequent participation in research or employment in a designated field
- Authorship of scientific publications in a designated field
- Subsequent independent research grant support from NIH or another source

Section VII. Agency Contacts

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

Application Submission Contacts

eRA Commons Help Desk (Questions regarding eRA Commons registration, submitting and tracking an application, documenting system problems that threaten submission by the due date, post submission issues)
Finding Help Online: http://grants.nih.gov/support/ (//grants.nih.gov/support/) (preferred method of contact)

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

Grants.gov Customer Support (//grants.nih.gov/grants/guide/url_redirect.htm?id=82301) (Questions regarding Grants.gov registration and submission, downloading forms and application packages)
Contact Center Telephone: 800-518-4726
Email: support@grants.gov (mailto:support@grants.gov)

GrantsInfo (Questions regarding application instructions and process, finding NIH grant resources)
Email: GrantsInfo@nih.gov (mailto:GrantsInfo@nih.gov) (preferred method of contact)

Telephone: 301-945-7573

Scientific/Research Contact(s)

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Peer Review Contact(s)

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Financial/Grants Management Contact(s)

Priscilla Grant, JD
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Email: pg38h@nih.gov (mailto:pg38h@nih.gov)

Section VIII. Other Information

Recently issued trans-NIH policy notices (//grants.nih.gov/grants/guide/url_redirect.htm?id=11163) may affect your application submission. A full list of policy notices published by NIH is provided in the _NIH Guide for Grants and Contracts_ (//grants.nih.gov/grants/guide/url_redirect.htm?id=11164). All awards are subject to the terms and conditions, cost principles, and other considerations described in the NIH Grants Policy Statement (//grants.nih.gov/grants/guide/url_redirect.htm?id=11120).

Authority and Regulations

Awards are made under the authorization of Sections 301 and 405 of the Public Health Service Act as amended (42 USC 241, 284 and 285t) and under Federal Regulations 42 CFR 63a and 45 CFR Part 75.

Weekly TOC for this Announcement (/grants/guide/WeeklyIndex.cfm?08-10-18)
NIH Funding Opportunities and Notices (/grants/guide/index.html)

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and Human Services (HHS)

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