Cleveland State University
engagedlearning

Sponsored Programs and Research Services

NIH R01 (Parent R01 Clinical Trial Not Allowed)
Proposal Guidelines & Checklist 2022

Purpose of R01 funding mechanism: The NIH Research Project Grant supports a **discrete, specified, circumscribed project** in areas representing the specific interests and competencies of the investigator(s). The proposed project must be related to the programmatic interests of one or more of the participating NIH Institutes and Centers (ICs) based on their scientific missions.

Budget limit: Application budgets are not limited but need to reflect the actual needs of the proposed project.

Project duration limit: up to 5 years

Note: All blue links are hyperlinks to NIH webpages

	NIH guidelines for R01 PA-20-185 General formatting ☐ File names: 50 characters or less, including spaces; no "&"; 1 space between words ☐ Recommended fonts: Arial, Helvetica, Palatino Linotype, Georgia; black; 11 pts + ☐ Margins: ½" + ☐ Header/Footer: clear of any information, including page numbers
	☐ Cover letter: Optional; *PI recommendations regarding study section assignment for proposal review are now included in the PHS assignment request form, no longer in the Cover letter*
	☐ Project Summary/Abstract: no more than 30 lines of text, understandable to a scientifically/technically literate lay reader
	☐ Project Narrative: 2-3 sentences summary in plain language
	Budget and Budget Justification: If greater than $250,000 in Total Direct Costs (*excluding indirect costs*) per project period: ☐ R&R/detailed budget form ☐ Detailed budget justification If $250,000 or less in Total Direct Costs (*excluding indirect costs for prime **and** Subrecipient if applicable*) per project period: ☐ Modular budget form ☐ Modular budget justification (Personnel, Consortium [Subaward], Additional) NIH has a longstanding policy that states any applicant requesting $500,000 or more in direct costs (excluding consortium F&A costs*) in any one budget period* within a competitive segment is required to contact the NIH Institute or Center (IC) Program Official (PO), in writing or by telephone, as early as possible during development of the application but no later than 6 weeks before submission for prior approval.
	☐ Facilities and Other Resources
	☐ Equipment (Optional): List major items of equipment already available and identify location & pertinent capabilities

	Biosketch(es) for each senior personnel ([Instructions, Samples, Template](#)): ☐ Up to 5 pages in length for each PHS 398 Research Plan Form ☐ [Introduction](#) (Resubmission or Revision only) Research Plan Section ☐ [Specific Aims](#): 1-page limit ☐ [Research Strategy](#) [Page limit](#): <mark>R01</mark> = 12 pages; 3 separate sections: Significance, Innovation, Approach ☐ [Progress Report Publication List](#) (Renewal applications only)
	Human Subjects Section ☐ [Protection of Human Subjects](#) (if Human Subjects is YES) ☐ Human Subjects and Clinical Trials [Information](#) Other Research Plan Section ☐ [Vertebrate Animals](#) (if Vertebrate Animals is YES) ☐ [Select Agent Research](#) (if applicable) ☐ [Multiple PD/PI Leadership Plan](#) (if more than one PD/PI is specified) ☐ [Consortium/Contractual Arrangements](#) (if applicable) ☐ [Letters of Support](#) (if applicable; would include consultants) ☐ [Resource Sharing Plan](#): Describing dissemination ☐ [Authentication of Key Biological/Chemical Resources –](#) *new as of January 25, 2016* (if applicable)
	[PHS Assignment Request Form](#) (Optional; Effective May 25, 2016): ☐ Award Component Assignment Request: up to three NIH Institutes/Centers can be requested using their [abbreviations](#) (PI can also chose 3 "do not assign"). First choice should be #1. ☐ Study Section Assignment Request: up to three study sections or special emphasis panels (use short [abbreviations](#)) can be requested (PI can also choose 3 "do not assign"). First choice should be #1. ☐ List of individuals who should not review and why ☐ Expertise needed to review your application (Each field can have a maximum of 40 characters)

Updated 10.13.22