GRANT LOGISTICS & SUBMISSION PLANNING - R21

PI:
Funding Mechanism:
Funding Period:
Grant Title:
Submission Due Date:

	COMPONENT	REQUIRED	PAGE LIMIT	DUE DATE	STATUS	CHECK WHEN DONE
1	Cover Letter	Optional				
2	Biosketchs	All Key Personnel	4 Pages			
3	Project Summary (Abstract)	Required	No Longer than 30 Lines			
4	Project Narrative	Required	2 - 3 Sentences			
5	Bibliography & References Cited	Required				
6	Facilities & Other Resources	Required				
7	Equipment	Required				
8	Introduction to Application	Required - Resubmission Application	1 Page			
9	Specific Aims	Required	1 Page			
10	Research Strategy	Required	6 Pages			
11	Inclusion Enrollment Report	Required - Renewal Application				
12	Targeted/Planned Enrollment Table	Only if Including Human Subjects				
13	Progress Report Publication List	Required - Renewal Application				
14	Protection of Human Subjects	Only if Including Human Subjects				
15	Inclusion of Women & Minorities	Only if Including Human Subjects				
16	Inclusion of Children	Only if Including Human Subjects				
17	Vertebrate Animals	Only if Including Animals				
18	Select Agent Research	Determine if Needed				
19	Multiple PI Leadership Plan	Only for Multiple PI's				
20	Consortium/Contractual Arrangements	Subcontracts Only				
21	Letters of Support	Optional				
22	Resource Sharing Plans	Determine if Needed				
23	Appendix	Determine if Needed	10 Maximum Attachments			
24	Budget Justification - Modular Personnel	Required				
25	Budget Justification - Modular Consortium	Required				
26	Budget Justification - Modular Equipment	Required				
27	Budget Justification - Non Modular	Required				

NOTES:

PI is responsible for preparing and submitting required documents to COM O&F in pdf.
Final review of the entire proposal packet is the responsibility of the PI

NIH PROPOSALS:
No Headers or Footers - these are system generated
Fonts - Palatino, Georgia, Arial, and Helvetica (11 points or larger)
Margins - at least one-half margins (top, bottom, left, and right)

*Always read the RFP and refer to agency guidelines if not NIH.