

Sponsored Programs Administration Buzz Session

March 26, 2025

12:10 – 1:00 PM CT



Agenda

- NIH updates
- Common Forms (what we know so far)
- McGoogan Library Support
- Q&A
- LB 606 Discussion



NIH Updates

- Study Sections
- Council Reviews
- Implementation of New Initiatives and Policies Web page
(<https://grants.nih.gov/policy-and-compliance/implementation-of-new-initiatives-and-policies>)



Common Forms

(What we know so far... and spoiler alert)

- History
- What we knew as of Monday 3/24/25
- What we know today



History

- A collaborative effort by and between Federal Research Agencies to ensure standard disclosure requirement
 - NSPM-33
 - NSTC Research Security Subcommittee NSPM-33 Implementation
- NSF has already implemented the use of the common form



Monday 3/24/25

- **NIH's Adoption of Common Forms for Biographical Sketch and Current and Pending (Other) Support by May 25, 2025(NOT-OD-24-163) 07/31/2024**
<https://grants.nih.gov/grants/guide/notice-files/NOT-OD-24-163.html>

Required for due dates on or after May 25, 2025

- Use of Common Forms in SciENcv
 - Biographical Sketch
 - Current and Pending (Other) Support
- New NIH Biographical Sketch Supplement
 - Personal Statement
 - Contributions to Science
 - Honors



Today



NIH Common Forms Implementation for Biographical Sketch and Current and Pending (Other) Support

To further support a successful transition to the Common Forms, NIH is postponing the May 25, 2025 implementation for all applications and Research Performance Progress Reports (RPPRs). NIH will issue future Guide Notices outlining the new effective date and additional implementation details as they are finalized.

NIH applicants and recipients must continue to use the current NIH [Biosketch](#) and [Other Support](#) format pages for applications, Just-in-Time (JIT) and RPPRs.



What can your PI's do now to prepare?

Get an ORCID ID

- ORCID is a free, unique, persistent identifier (PID) for individuals to use as they engage in research, scholarship, and innovation activities.
- Once NIH adopts the new forms, all senior/key personnel listed on an application must have an ORCID ID and the ID must be linked to their eRA Commons Personal Profile.
- See ORCID ID topic in the eRA Commons online help.
https://www.era.nih.gov/erahelp/commons/PPF_Help/8_2_orcid.htm
- PI's will be required to enter your ORCID ID in the Persistent Identifier (PI) section of the Common Forms.



What can your PI's do now to prepare?

Get Familiarized with the Science Experts Network Curriculum Vitae (SciENcv)

- SciENcv is a researcher profile system for all individuals who apply for, receive, or are associated with research investments from federal agencies.
- PI's will be required to use SciENcv to complete Common Forms (i.e., Biographical Sketch, Current and Pending (Other) Support) and the NIH Biographical Sketch Supplement to produce digitally certified PDF(s) for use in application submission.



McGoogan Library Support

Help setting up ORCiD

Assistance with SciENcv

- Account set up and adding delegates
- Creating a biosketch profile

Who can help?

Cindy Schmidt, M.D., M.L.S

cmschmidt@unmc.edu

or

<https://outlook.office365.com/owa/calendar/CindySchmidt@univnebrmedcntr.onmicrosoft.com/bookings/>



Q&A

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



LB 606



LB 606 - Timeline

RFP released	Monday, February 10
Written questions due to sponsor	Monday, February 24
Sponsor posts answers to questions – <i>none received</i>	Monday, March 3
Pre-applications due to VCR Office	Monday, March 3
Selected applicants (5) notified	Friday, March 7
Proposals due to SPA	Close of business Wednesday, March 26
Proposals due to sponsor – <i>SPA submits</i>	Monday, March 31
Awards announced	No later than June 30
Award negotiations, Just in Time begin	July 1
Projects start	July 1
Projects end	June 30, 2026 – <i>no-cost extension are possible but not guaranteed</i>

LB 606 – Submission

SPA uploads:

<https://nebraska.sharefile.com/r-r2f595fcf7b2049da968115b0a5b1d0e6>

by 4:00 PM CT on Monday, March 31.

Late proposals will not be accepted.

Limited ability to make corrections after submission but before the deadline.



LB 606 – Resources

<https://dhhs.ne.gov/Pages/Grant-Opportunities.aspx>

- Request for Applications
- Form 1 – Application Cover Sheet
- Form 2 – Face Page
- *Table of Contents (no form page)*
- Form 3 – Abstract and Specific Aims
- Form 4 – Description of Key Personnel
- Form 5 – Biographical Sketch: Principal Investigator and Others
- Form 6 – Previous and Current Related Projects Funded
- Form 7 – Research Plan
- Form 8 – References
- Form 9 – Line-Item Budget
- Form 10 – Budget Justification
- Form 11 – Attestation Letter
- Attachment 1 – ShareFile End User Guidance



LB 606 – Formatting

All but Face Page

- Arial type
- 12-point font
- 1-inch margins



LB 606 – Form 1: Application Cover Sheet

Example



LB 606 – Form 2: Face Page

Example



LB 606 – Just in Time: Regulatory Approvals

- If proposal uses human subjects or materials, animals, or recombinant DNA, approval(s) by the appropriate IRB, IACUC, or IBC must be obtained prior to the actual expenditure of any awarded funds
- Sections 3-5 of Face Page should be marked “PENDING” if approval needed



LB 606 – Table of Contents

Limited to 1 page

- Form 1 – Application Cover Sheet
- Form 2 – Face Page
- Table of Contents
- Form 3 – Abstract and Specific Aims of the Project
- Form 4 – Description of Key Personnel
- Form 5 – Biographical Sketch: Principal Investigator and Others
- Form 6 – Previous and Current Related Projects Funded
- Form 7 – Research Plan
- Form 8 – References
- Form 9 – Detailed Line-Item Budget for Proposed Project Period
- Form 10 – Budget Justification
- Form 11 – Attestation of Use as Match



LB 606 – Form 3: Abstract and Specific Aims

Maximum of 30 lines of text

- List application's specific aims
- Make clear statement of project's relevance to stem cell research
- Describe concisely the research design and methods for achieving these goals
- Avoid summaries of past accomplishments and use of the first person
- Meant to serve as a succinct and accurate description of proposed work when separated from application



LB 606 – Form 4: Description of Key Personnel

Limited to 2 pages

- Key personnel are defined as, and should be limited to, individuals who contribute in a substantive way to the scientific development or execution of the project, whether or not salaries are requested
- The PI must be an independent investigator with an appropriate faculty appointment, adequately assigned laboratory space, and the ability to apply for federal grants as a PI
- If there are Co-Principal Investigators, only one may be designated as the Principal Investigator. This individual is the point of contact for the Application.
- Junior applicants may apply if they provide a statement or letter from their chairperson specifically confirming their faculty level appointment, the amount of independent research space available to them and that they are considered eligible to apply for federal grants as a PI
- Consultants should be included only when their level of involvement meets the definition
- Individuals providing technical services are not considered key personnel
- For each individual, provide their name, organization, and role (e.g., principal investigator, graduate research assistance) on the project



LB 606 – Form 5: Biographical Sketch (Principal Investigator and Other Key Personnel)

- Each biosketch is limited to 4 pages
- List the principal investigator first
- Research and professional experience: Concluding with present position, list *in chronological order* previous employment, experience, and honors
- List in chronological order the titles, all authors, and complete references of recent peer reviewed publications and representative earlier publications pertinent to this application only



LB 606 – Form 6: Previous and Current Related Projects Funded

Extramural sources of funding for PI and Key Personnel:

- Previously funded from past three years
- Active
- Pending

Include:

- Project title
- Budget amount
- Percent effort
- Source
- Period of funding
- Project abstract, including Specific Aims
- Any potential overlap



LB 606 – Form 7: Research Plan

Limited to 5 pages:

- A. Specific Aims
- B. Background and Significance
- C. Preliminary Studies
- D. Research Design and Methods.

No page limit, but be succinct:

E. Consultants/Collaborators

- List here, and include biosketch with others

F. Contractual Arrangements

- Provide a detailed explanation of the programmatic, fiscal, and administrative arrangements made between the applicant organization and the collaborating organizations and individuals.
- Attach confirming **letters** countersigned by an authorized official of the collaborating institutions and principal investigator or copies of written agreements

G. *Literature Cited*



LB 606 – Form 8: References

- Single space
- Include:
 - Title of the article
 - Names of all authors
 - Name of the book or journal
 - Volume number
 - Page numbers
 - Year of publication
- Make every attempt to be judicious in compiling a relevant and current list of literature citations



LB 606 – Form 9: Line-Item Budget

- Personnel (salaries)
 - List individuals
 - Include PI and show effort (but no salary)
- Benefits
 - List individuals
- Operating Expenses
 - Supplies
 - Other (specify)
- Travel
- Other
 - Equipment
 - Consultants
 - Other (specify)



LB 606 – Form 10: Budget Justification

- Limited to 2 pages
- Cost principles follow Uniform Guidance
- Maximum award \$110,000
- Direct only (no indirects)
- 1:1 match required on an institutional basis
- Describe the components of each line item and how the final figure was calculated



LB 606 – Form 10: Budget Justification

- Personnel
 - No salary allowed: PI, doctoral level Co-Is, clerical, administrative
 - Salary allowed: Laboratory assistants, postdocs, graduate assistants
- Fringe benefits (statement)
- Travel
 - Only for the purposes of collecting, receiving, or delivering samples
 - Travel to attend conferences not allowed
- Equipment
 - Useful life of more than 1 year, per unit cost of \$5,000 or more
 - Not allowed for office equipment
- Consultant costs
- Other Expenses
 - Publication costs allowed up to \$2,500
- Match (statement)



LB 606 – Form 10: Budget Justification

Consultant costs

- Whether or not costs are involved, provide the names and organizational affiliations of any consultants, including physicians in connection with patient care, who have agreed to serve in that capacity
- Consultants are usually individuals organizationally separate from the Principal Investigator
- Consultant fees are not allowed for full-time faculty or researchers in other departments of the same institution of the Principal Investigator
- Briefly describe the services to be performed, including the number of days of consultation, the expected rate of compensation, travel, per diem, and other related costs



LB 606 – Form 10: Budget Justification

UNMC negotiates its fringe benefit rates with the U.S. Department of Health and Human Services. This proposal uses the rates specified in our current rate agreement dated 05/09/2024. The rate for [ROLE] is [RATE]. Fringe benefits include sick leave, vacation, tuition remission, retirement, FICA, health insurance, life insurance, unemployment compensation, and workers compensation.



LB 606 – Form 10: Budget Justification

UNMC has a successful non-embryonic stem cell research program, which this project would build upon, that currently receives support in the amount of \$3,324,215, from the following sources: \$170,433 from 93.396 (National Cancer Institute), \$447,493 from 93.395 (National Cancer Institute), \$880,921 from 93.859 (National Institute of General Medical Sciences), \$437,331 from 93.853 (National Institute of Neurological Disorders and Stroke), \$638,037 from 93.273 (National Institute of Alcohol Abuse and Alcoholism), and \$750,000 from the American Heart Association.



LB 606 – Form 11: Attestation Letter

Example



LB 606 – Shared File Link: End User Guidance

- Single PDF
- One signature block for PI
- Three signature blocks for SPA

RFA R-4048 UNMC PI_LAST_NAME File 1 of 1



Questions