



SEPTEMBER/OCTOBER 2018

Office of Sponsored Programs Monthly Bulletin

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Message from the Director

I am pleased to let you know that **myResearch Agreements** is now available for use. Investigators, administrators and OSP staff will benefit from a streamlined management of all types of agreements by maintaining a single repository of documents. Although it is not a mandatory module, we encourage the research community to use it for the routing of their agreement requests. By doing so, OSP staff will not only be provided with helpful information needed to process and negotiate agreements such as research, clinical trials, data use, subawards etc., but it will also bring an enhanced level of transparency to the review process; allowing investigators to track updates as their agreements advance through key milestone points.

In other myResearch related news, my team is continuing to focus on implementing the System-to-System (S2S) capability of routing federal proposals to sponsors through myResearch Grants. You'll find additional detailed information and updates on myResearch in the article below, "**myResearch Grants & myResearch Agreements - news and updates**".

This month, under Ask OSP, we are presenting an article outlining the importance of submitting correctly formatted applications to sponsors as well as the impact on not doing so.

Thank you for taking the time to read and please continue to give us your thoughts!

Sincerely,

Alina Azzam-Stroia

Please continue to recommend subscription to the Bulletin on this website: <https://research.stonybrook.edu/node/10061>. Previously released Bulletins can be viewed here: <https://research.stonybrook.edu/node/10466>
Please help us make improvements by providing feedback.



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myResearch Grants & myResearch Agreements - news and updates



At the beginning of October, *myResearch Agreements*, the latest module of the myResearch suite, was released. The module provides an electronic contact management system with a single, convenient location for investigators to request, submit and track/monitor research-related agreements, sub-agreements, and contracts managed by The Research Foundation for SUNY at Stony Brook University through the Office of Sponsored Programs. It includes Sponsored Research Agreements, Clinical Trial Agreements, Subawards, Data Use Agreements and other documents useful for review and negotiation.

The Office of Sponsored Programs staff has been using *myResearch Agreements* internally since June 2018. Some Principal Investigators will find their active or in process agreements once they log into the system. **What can myResearch Agreements do for researchers and their study teams?**

- You will be able to efficiently develop and submit an agreement, view the status of your agreement at a glance, including most recent activities and reviewer comments.
- You will be able to track updates as your agreement advances through key milestone points, thereby bringing an enhanced level of transparency to the process.
- You can clone previously submitted agreements, saving you valuable time in the submission process.
- You will only be presented with submission questions relevant to your agreement, streamlining the submission experience.
- You will have access to an archive of your agreements processed in *myResearch Agreements* in a centralized, easily-accessible location.
- Your agreement will be reviewed simultaneously by the staff in the Office of Sponsored Programs and any applicable ancillary reviewers (e.g., research compliance).

Training for *myResearch Grants* is ongoing and the article below, *Upcoming Training and Workshops*, provides additional sign up information. The training sessions provide an overview of myResearch Grants proposal and endorsement process and will include a demonstration on how to develop a funding proposal, and enter budget and credit split information. We encourage attendance to one of myResearch Grants trainings in either East or West Campus locations at a convenient time in order to prepare for future submissions. The link to register is: https://stonybrookuniversity.co1.qualtrics.com/jfe/form/SV_1Gsnw81hVhu3dVX

The link to OSP's video presentation can be accessed here: https://www.youtube.com/watch?v=kP_AI_eMjU

Helpful reference training guides are posted here:

<https://docs.google.com/document/d/1FEB0vITnHhoWOC39ASZ9PUCayy3kvXz6yIVW8-1NqTE/edit>

RF templates and useful tools are listed under the Help Center within the myResearch Agreements module.

More information, including a [training manual](#) and a [video tutorial](#) explaining who has access to the module, how to navigate the module, how to perform different activities in the module in order to move an agreement through the workflow from end-to-end as well as the overall workflow, can also be found [here](#).

The link to the myResearch portal is: <https://stonybrook.edu/myresearch>.

If you have any questions, please contact Sponsored Programs at osp_contracts@stonybrook.edu.

Important changes:

The development team for myResearch has added the following new features based on feedback and further need for support.

- The **Salary Offset (SUNY IFR)** function, if selected Yes, will provide additional information on how to reflect % effort on multi-year proposals. Additionally, decimal entries for IFR % effort has been modified to allow up to two (2) decimal places.

A link for assistance with conversion table from Academic Month (AM) or Calendar Month (AM) to % Effort has also been added as a new feature to help users with calculations and conversions.

2. * % Effort IFR'd to this account number (click [here](#) for assistance with conversion table from AM or CM to % Effort):

1. * IFR Account Number:

2. * % Effort IFR'd to this account number (click [here](#) for assistance with conversion table from AM or CM to % Effort):

If this is a multi year proposal, and your IFR'd % effort changes in any of the subsequent years, please select **OK** and **Add Another** to include the effort breakdown per year. Follow the same steps for **Other Personnel**, if applicable.

Example

IFR Account Number: Year 1 12345678

% Effort IFR'd to this account number: 4%

IFR Account Number: Year 2 12345678

% Effort IFR'd to this account number: 3%

If effort remains the same for all years, provide the IFR account number and % effort only once.

Example

IFR Account Number: 12345678

% Effort IFR'd to this account number: 4%

- For clinical trial submissions, the Clinical Trial Offset applies now to either School of Medicine or School of Dental Medicine.

7.0 * Is this a Clinical Trial?

Yes No [Clear](#)

*** 7a. School of Medicine or School of Dental Medicine Offset?**

Yes No [Clear](#)

- For investigators or co-investigators who hold a VA joint appointment, and plan to submit a proposal in response to a PHS agency solicitation, a new question has been added under the **Commitment of Additional Resources** SmartForm. A VA MOU must be completed prior to any such submissions. The Office of Scientific Affairs, School of Medicine, is the point of contact (phone extension 4-8342) in case there are any questions regarding this process.

3.0 If your application is in response to a PHS agency solicitation, and if you or any of the co-investigators on your proposal hold a VA joint appointment, please access this link and complete the VA MOU prior to the submission of this proposal. This is a requirement of the PHS 398 to prevent the possibility of dual compensation for the same work, or of an actual or apparent conflict of interest regarding such work.

For any questions, contact the Office of Scientific Affairs in the School of Medicine at 631-444-8342.

- Additional help text has been added on question 2, Principal Investigator, under the **Proposal Description & Contacts** SmartForm. In case of fellowships, where the fellow must be listed as internal PI and the faculty is listed as Mentor, note that the faculty PI/Mentor must also be added under Other Personnel. That will add the faculty PI to the Credit Distribution and will determine the routing of the proposal.

2.0 * Principal Investigator (for NIH NRSA only, select the fellow's name as PI):

PI Two

If an NIH NRSA, identify the faculty PI/Mentor:

Faculty PI/Mentor will need to be added under Other Personnel by selecting "yes" under question 6 below.

- Award and Agreements expiration reminder email notifications have been created. PIs and assigned Award Team members will receive a reminder 90, 60 and 30 days prior to the scheduled termination of an award or agreement. See OSP Announcements article for a detailed description of the message as it outlines important features which will help investigators properly phase out of their funded awards, in compliance with RF and sponsor requirements.
- REMINDER:** The OSP implementation team continues to work on developing the ability to migrate existing grants, contracts and awards activities into myResearch. Until that is finalized, for transactions already in progress that were not previously submitted through myResearch as well as awards that are scheduled to end before June 30, 2019 or December 31, 2019 (for no cost extensions only), the current paper endorsement (Institutional Approval form) process will be in effect. A matrix outlining the intended uses for myResearch now and in the future is posted here:

https://docs.google.com/spreadsheets/d/1FijMiLow6VTCFo9jxwFN4zJ5z8UuLu3h6luP_fg0sNY/edit#gid=0

If you are expecting a modification to an award, such as a continuation, supplement, etc, please contact your OSP grant or contracts specialist to learn if and how it can be processed through myResearch.

For any questions or comments related to myResearch Grants, please email us at: ovpr_myresearchgrants@stonybrook.edu.

OSP Announcements and Reminders

Award termination checklist

In collaboration with the Office of Grants Management (OGM), we have developed a new checklist in an effort to assist investigators transition activities prior to termination of their funded awards. The checklist includes the information listed below which will be emailed to investigators and award team members 90, 60 and 30 days prior to the termination of their awards established in myResearch Grants or Agreements. Investigators must contact their OSP or OGM representatives if any of the below administrative or financial actions apply:

Administrative

- *Subcontracts: if applicable, please communicate with your subawardee(s) and obtain "final" invoices. All invoices should be forwarded to OGM with PI approval. The FINAL must be marked accordingly to close out agreement.*
- *Prepare Technical Report: Please complete and submit technical reports as required in the agreement, forward a copy to Office of Sponsored Programs (OSP). The sponsor usually indicates the format and deadline for these reports. Contact your OSP administrator for assistance.*
- *If applicable, request a no-cost extension from the sponsor through myResearch Grants. Please be advised that no-cost extension deadlines can be sponsor specific therefore it's important that you communicate the intent at least sixty (60) days prior to the termination date of the RF award. Contact your OSP representative for assistance.*

Financial

- *Close open encumbrances: Open encumbrances must be cleared upon termination of the RF award. For assistance, please contact the Procurement Office at 2-6010.*
- *Resolve pending recharges: Please contact Service and Facilities directly to request expediting of invoices related to the RF award.*
- *The Office of Grants Management prepares and submits all final financial reports, and all open obligations must be paid before final reports can be prepared.*
- *Resolve Deficits: you are responsible for initiating removal of over-expenditures. They must be removed before all final reports are submitted.*

Intellectual Property

- *You are responsible for disclosing any patent and intellectual property developments to the Office for Technology Licensing and Industry Relations (OTLIR) who completes and submits patent reports to the sponsor even if no patents or intellectual property were gained from the project.*

Who's New in OSP?

Join us in welcoming **Kathryn Joines** to the OSP family. Kathryn recently joined our team as our **Contracts and Clinical Trials Administrator**. Her in-depth administrative and contract negotiation experience and knowledge of federal compliance regulations and policies that she has successfully applied in her previous roles in private industry, as well her advanced education in Business Communications, make her a valuable asset to our office.

Additional OSP Staff Changes

We are thrilled to announce the promotion of **Mary Serra** to the role of a **Senior Grants Administrator**. Mary brings a wealth of experience to our department and has been pivotal in the success of grants administration for over a decade. In her new role, Mary will continue to stay abreast of the changing regulatory landscape and will work closely with her colleagues and constituents on providing guidance and oversight of the grants administration, including training in grants policies and procedures. Please join me in congratulating Mary on her promotion.

Reminders:

- All inquiries made in connection with new or existing contracts, subawards and clinical trials are processed by the Office of Sponsored Programs. To ensure that we continue to provide timely services to you, your Department/Division/Center/Principal Investigators/Co-Investigators, kindly direct all inquiries, and especially supporting documentation, to our general e-mailbox: OSP_Contracts@stonybrook.edu. This will ensure all matters are logged in and routed to the Contracts/Clinical Trials Administrator assigned to assist you.
- Please contact your OSP administrator as soon as you identify a grant opportunity for which you want to apply. Advance notice will provide you with detailed attention to your proposal by your OSP administrator and will ensure that sponsor deadlines are met successfully. Our proposal submission policy can be found here: <https://research.stonybrook.edu/sites/default/files/osp-deadline-policy-revision.pdf>.

Ask OSP

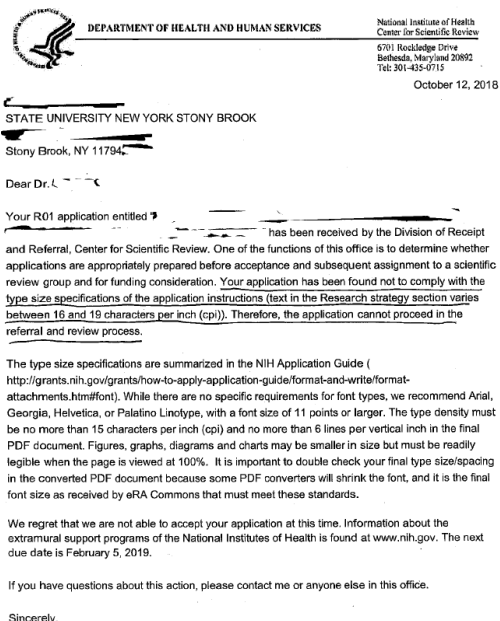
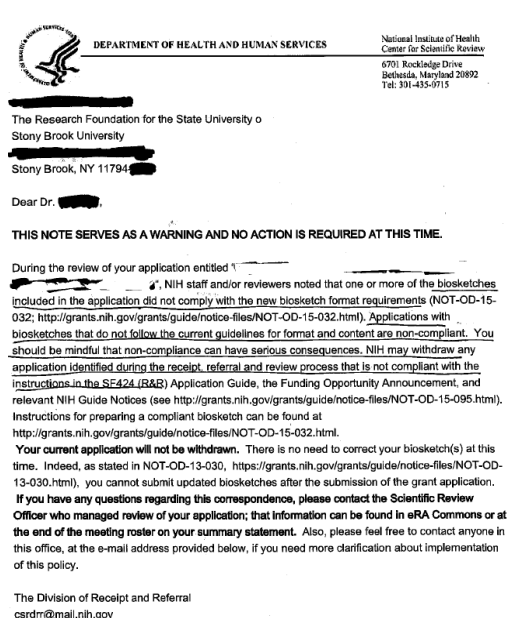
Importance of submitting a correctly formatted application

An application's most significant test is initial peer review. Peer review results in a numerical value, called the overall impact score, indicating reviewers' judgment of the likelihood that the proposed project will have a powerful impact on its area of science. To arrive at an overall impact/priority score, reviewers consider the following core review criteria: Significance, Investigator, Innovation, Approach, and Environment. They use the significance and innovation criteria to assess a project's importance, and they use approach, investigator, and environment to assess its likelihood of success (feasibility).

Besides the review criteria, reviewers consider other items, such as Presentation. It can make or break an application. Though reviewers assess the science, they are also influenced by the writing and appearance of an application. If an application has lots of typos and internal inconsistencies, the score can suffer.

A well-written, well formatted application is an important key to success. Sponsors, such as NIH, can have very specific attachment formatting requirements. Failure to follow these requirements may lead to application errors upon submission or withdrawal of an application from the review process. Additionally, adherence to font size, type density, line spacing and text color requirements is necessary to ensure readability and fairness. Although font requirements apply to all attachments, they are most important and most heavily scrutinized in attachments with page limits. Legibility is of paramount importance. Applications that include PDF attachments that do not conform to the minimum requirements listed above may be and have been withdrawn from consideration. FAQs on proposal formatting guidelines can be accessed here: https://grants.nih.gov/grants/fonts_margins_faq.htm.

We have included a couple of sample letters received by our office from sponsors which unfortunately reflect the impact on the overall application driven by presentation and incorrect formatting.



By submitting an application early and following OSP Proposal Deadline guidelines, our staff can help track, inform and help investigators correct their application in order to turn in a successful and on time submission to sponsors.

Sample NIH applications can be accessed here for further guidance in proposal preparation: <https://www.niaid.nih.gov/grants-contracts/sample-applications>.

Additional important writing tips can be found at: <https://grants.nih.gov/grants/how-to-apply-application-guide/format-and-write/format-attachments.htm>

Remember the details when [formatting attachments!](#)

Upcoming Training & Workshops

Internal Training and Workshops

- **In-person myResearch Grants Training.** New sessions have been added for November 2018 through February 2019, either in the Melville Library on Main Campus or in the HSC Computer Lab on East Campus. To sign up for one (or more) of the training sessions below, click the following [link](#) and fill out the myResearch Grants Training 2018 Registration Form.

If you have any questions about the training dates, please contact Anne DePietri in the Office of Sponsored Programs at ovpr_myresearchgrants@stonybrook.edu.

- The Office of Grants Management (OGM) offers hands on training in the use of the Research Foundation Report Center to all Principal Investigators and their administrators. This training uses current active Research Foundation sponsored awards/projects to demonstrate how to view encumbrances and expenditures. Please contact Cynthia Traub, 2-4886 or Cynthia.traub@stonybrook.edu to schedule a session.

External Conferences, Workshops and Seminars

Experience the Fall 2018 National Science Foundation (NSF) Grants Conference virtually!

The plenary sessions for the upcoming conference in New Orleans, Louisiana on November 8-9, 2018 will be webcast live to the research community.

View the plenary sessions to gain key insights into a wide range of current issues at NSF including: the state of current funding, new and current policies and procedures, and pertinent administrative issues.

Please click [here](#) for more information and to register.

Check out the webcast [agenda](#) for more information on the sessions that will be covered.

These sessions will be recorded for on-demand viewing once the conference has concluded. Presentations will also be available on the conference website.

If you have any questions, please send an email to: grants_conference@nsf.gov, or call 703.245.7562.

Sponsor Updates

Grants.gov

Follow this link to access the September and October issues of Grants.gov Newsletter:

<https://communications.grants.gov/app/w/6mdhZM763Xrn56CPbiljZH6Q/pWtxSLQmW53Ghx3nONWzEQ/8BlKKDht892oKWZdo763gBoflg>

<https://communications.grants.gov/app/w/aopu6EirKvBbfs7763dCc8ig/V892GJgbOZw3IAVqXUEm763A9g/QGYmywcaiYc4z9tfu8te8g>

NIH Updates

eRA Enhancements - New Features In eRA Commons

NIH released new features in eRA Commons on October 18th, 2018. The new Features & Updates are:

- **Personal Profile on the Go** – A mobile version of the Personal Profile screen will be available after the release, giving eRA Commons users access on the go. In addition, security has been enhanced for the entire Personal Profile.
- **No Zero for Person Months** – A zero can no longer be entered for person months as level of effort in Section D.1 - Participants of the Research Performance Progress Report (RPPR). The zero reflected a time when only whole numbers were allowed, and users were asked to enter a zero if a person month effort for a participant was 0.4 or less. Since decimals are now allowed, the zero is no longer needed.
- **Security Enhanced** – Security for eRA Commons has been enhanced to keep up with the latest technological advancements.

Additional electronic Research Administration (eRA) news can be accessed here:

https://era.nih.gov/news_and_events/news_eRA.cfm

NIH Extramural Nexus

The latest edition of NIH Extramural Nexus, a blog that provides updates on issues related to NIH research, can be accessed here:

<https://nexus.od.nih.gov/all/>

Selected topics:

<https://nexus.od.nih.gov/all/2018/09/07/funding-longevity-by-gender-among-nih-supported-investigators/>

<https://nexus.od.nih.gov/all/2018/09/07/protecting-human-research-participants-phrp-online-tutorial-no-longer-available-as-of-september-26-2018/>

<https://nexus.od.nih.gov/all/2018/09/07/who-can-do-what-in-rpprs/>

<https://nexus.od.nih.gov/all/2018/09/10/refresh-your-knowledge-of-roles-in-era-commons/>

<https://nexus.od.nih.gov/all/2018/09/17/nih-policies-to-address-sexual-and-gender-harassment-in-nih-supported-extramural-research/>

<https://nexus.od.nih.gov/all/2018/10/04/your-grant-application-questions-answered-in-new-nih-center-for-scientific-review-videos/>

<https://nexus.od.nih.gov/all/2018/10/12/new-grant-application-tips-for-success-videos/>

Your Grant Application Questions Answered in New NIH Center for Scientific Review Videos

Curious about how NIH grant applications are reviewed? Get a front row seat to the peer review process in this [video](#) created by the NIH Center for Scientific Review (CSR). Investigators will get insights into how applications are reviewed so they can better enhance and advance their applications in the NIH peer review process.

Still have more questions? In this [video](#), 10 experts from the NIH CSR answer the top 10 peer review questions applicants ask us. Be sure to also check out a list of the [Top 100 NIH Peer Review Q&As](#) for even more information and answers to questions you might not even know to ask.

NSF Updates

NSF announces new measures to protect the research community from harassment ([News Release 18-082](#)). The National Science Foundation (NSF) has taken the next steps in its agency-wide effort to ensure the research and learning environments it supports are free from harassment, publishing a term and condition that requires awardee organizations to report findings and determinations of sexual harassment, as well as establishing a secure online portal for submitting harassment notifications. For details on the new requirements, see the [NSF fact sheet](#).

The most current edition of NSF's Proposal & Award Policy Newsletter can be found here: <https://www.nsf.gov/pubs/2018/nsf18078/nsf18078.pdf>

Links to Uniform Guidance, FAR, Glossary of Federal Budget Terms, Human Subjects Regulations and Index of U.S. Government Departments and Agencies

The information below will be included on a monthly basis and it provides the reader the opportunity to easily access the data related to:

- **2 CFR Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards**

http://www.ecfr.gov/cgi-bin/text-idx?SID=d8620f07072b1d3802d12eee83da8fc1&tpl=/ecfrbrowse/Title02/2cfr200_main_02.tpl

- **Federal Acquisition Regulations**

http://www.ecfr.gov/cgi-bin/text-idx?SID=481894c2d486b3207ffb14d648a93cf5&tpl=/ecfrbrowse/Title48/48tab_02.tpl

- **Glossary of Federal Budget Terms:**

https://www.whitehouse.gov/sites/whitehouse.gov/files/omb/assets/a11_current_year/s20.pdf

- **45 CFR Part 46 Protection of Human Subjects**

<http://www.hhs.gov/ohrp/humansubjects/guidance/45cfr46.html>

- **Sub part A Federal Policy for the Protection of Human Subjects (The Common Rule)**

<http://www.hhs.gov/ohrp/humansubjects/commonrule/index.html>

- **Ethical Principles and Guidelines for the Protection of Human Subjects of Research (The Belmont Report), the National Commission for the Protection of Human Subjects of Biomedical and Behavioral Research (April 18, 1979)**

<http://www.hhs.gov/ohrp/humansubjects/guidance/belmont.html>

- A-Z Index of U. S. Government Departments and Agencies

<http://www.usa.gov/directory/federal/index.shtml>

Upcoming Sponsor Programs and Deadlines

The Brain Research Foundation has invited Stony Brook University to nominate one faculty member (Assistant or Associate only) to submit a Letter of Intent for the [2019 Fay/Frank Seed Grant Program](#).

The purpose of our program is to provide start-up monies for new research projects in the field of neuroscience that will likely lead to extramural funding from the National Institutes of Health (NIH) or other outside funding sources. BRF Seed Grant awards are not intended to supplement existing grants. Each total award is limited to \$80,000 (direct costs) for a two year grant period.

To be eligible, PI must be a full-time Assistant or Associate Professor working in the area of studies of brain function. This includes molecular and clinical neuroscience as well as studies of neural, sensory, motor, cognitive, behavioral and emotional functioning in health and disease. The grant proposal must detail a new research project that is not funded by other sources.

Please see the attached program guidelines for additional information.

For our internal competition, the Office of Proposal Development invites interested faculty to submit their letters of intent to (OPD_OVPR@stonybrook.edu) by November 16, 2018.

As per the sponsor's guidelines, the LOI should outline a brief summary of the project (2 page maximum) and include a closing paragraph that explains how this research will develop (next steps). Letters will be reviewed by a faculty panel. Final decisions will be made no later than December 3rd. The letter of intent will be due to the sponsor by January 8, 2019,

New Funding Opportunity SUNY Website

As a reminder, SUNY is offering a new, easy-to-access and user friendly web-based tool to assist you in finding opportunities to support your research.

Key features include:

- Simple search and filter capability to identify grants applicable to your areas of specialty
- One stop search for federal, state and private foundation funding
- New opportunities added weekly

Site link: <http://www.suny.edu/impact/research/grant-funding/>

Password: research

Once you have been to the site, feel free to take a brief survey located [here](#).

NSF Standard Deadlines:

A link to NSF due dates can be found here: https://www.nsf.gov/funding/pgm_list.jsp?org=NSF&ord=date

NIH Standard Deadlines:

Please find deadlines for Competing Grant and Cooperative Agreement Applications below. Also, refer to the funding opportunity announcements for deadline information as not all applications are due on standard deadlines.

The chart below can also be found on the NIH web site <https://grants.nih.gov/grants/how-to-apply-application-guide/due-dates-and-submission-policies/due-dates.htm>

General Information

- Grant applications and associated documents (e.g., reference letters) are due by 5:00 PM local time of application organization on the specified due date.
- Check the funding opportunity announcement (FOA) for due date information.
- If the FOA says "standard dates apply", refer to the table below using the activity code specified in the title of the FOA.
- Note that renewal/resubmission/revision applications may have different due dates than new applications. Read the table carefully.
- The AIDS and AIDS-related dates apply to all activity codes.

Activity Codes	Program Description	Cycle I Due Date	Cycle II Due Date	Cycle III Due Date
P Series <i>All - new, renewal, resubmission, revisions</i>	Program Project Grants and Center Grants NOTE: Applicants should check with the relevant Institute or Center (IC), since some do not accept P series applications for all three receipt/review/award cycles.	January 25	May 25	September 25
R18, U18 R25 <i>All - new, renewal, resubmission, revision</i>	Research Demonstration Education Projects	January 25	May 25	September 25
T Series D Series <i>All - new, renewal, resubmission, revision</i>	Institutional National Research Service Awards Other Training Grants NOTE: Applicants should check with the relevant Institute or Center (IC), since some do not accept T series applications for all three receipt/review/award cycles. Applicants should refer to the IC Table of Contacts for information for each IC's scientific/research contact for the NRSA T32 program.	January 25	May 25	September 25
C06/UC6 <i>All - new, renewal, resubmission, revision</i>	Construction Grants	January 25	May 25	September 25
G07, G08, G11, G12, G13, G20, R24, S06, S11, S21, S22, SC1, SC2, SC3, UG1, U10, U19, U24, U2C, U41, U42, U45, U54, U56 <i>All - new, renewal, resubmission, revision</i>	Other Activity Codes	January 25	May 25	September 25
R01 <i>new</i>	Research Grants	February 5	June 5	October 5

Activity Codes	Program Description	Cycle I Due Date	Cycle II Due Date	Cycle III Due Date
U01 <i>new</i>	Research Grants - Cooperative Agreements	February 5	June 5	October 5
K series <i>new</i>	Research Career Development	February 12	June 12	October 12
R03, R21, R33, R21/R33, R34, R36, UH2, UH3, UH2/UH3 <i>new</i>	Other Research Grants and Cooperative Agreements	February 16	June 16	October 16
R15 <i>All - new, renewal, resubmission, revision</i>	Academic Research Enhancement Award (AREA)	February 25	June 25	October 25
R01 <i>renewal, resubmission, revision</i>	Research Grants	March 5	July 5	November 5
U01 <i>renewal, resubmission, revision</i>	Research Grants - Cooperative Agreements	March 5	July 5	November 5
K series <i>renewal, resubmission, revision</i>	Research Career Development	March 12	July 12	November 12
R03, R21, R33, R21/R33, R34, R36, UH2, UH3, UH2/UH3 <i>renewal, resubmission, revision</i>	Other Research Grants and Cooperative Agreements	March 16	July 16	November 16
F Series Fellowships (including F31 Diversity - NOT-OD-17-029) <i>new, renewal, resubmission</i>	Individual National Research Service Awards (Standard) (see NRSA Training Page)	April 8	August 8	December 8
R13, U13 <i>All - new, renewal, resubmission, revision</i>	Conference Grants and Conference Cooperative Agreements	April 12	August 12	December 12
R41, R42	Small Business Technology Transfer (STTR)*			
R43, R44, U43, U44, <i>All - new, renewal, resubmission, revision, AIDS and AIDS-related</i>	Small Business Innovation Research (SBIR)*			
SB1, UB1	Commercialization Readiness Pilot (CRP) Program*	September 5	January 5	April 5

If you do not see your activity code, check your Funding Opportunity Announcement or the [Activity Code](#) Database.

Activity Codes	Program Description	Cycle I Due Date	Cycle II Due Date	Cycle III Due Date
All Activity Codes Cited Above	AIDS and AIDS-Related Applications	May 7	September 7	January 7

new, renewal, resubmission, revision

*Effective. Sept 5, 2015 - N/A for SBIR/STTR Applications using Standard Due Dates

NOTE: See Key Dates section of funding opportunity announcement to determine if AIDS dates apply.

Review and Award Cycles

	Cycle I	Cycle II	Cycle III
Application Due Dates	January 25 - May 7	May 25 - September 7	September 25 - January 7
Scientific Merit Review	June - July	October - November	February - March
Advisory Council Round	August or October *	January	May
Earliest Project Start Date	September or December *	April	July

*SBIR/STTR, CRP Only	Cycle I	Cycle II	Cycle III
Application Due Dates	September 5	January 5	April 5
Scientific Merit Review	October - November	February - March	June-July
Advisory Council Round	January	May	August
Earliest Project Start Date	April	July	September or December*

NOTES:

The actual date of the Advisory Council may occur in the month before or after the month listed. For example, some ICs may actually hold the January Advisory Council meeting in February or the October Advisory Council meeting in September.

Awarding components may not always be able to honor the requested start date of an application. Before incurring any pre-award obligations or expenditures applicants should be aware of NIH policy governing pre-award costs prior to receiving a Notice of Award. See the NIH [Grants Policy Statement](#).

* Advisory Council Round for Cycle I applications (Cycle III for SBIR/STTR) may be August or October, and their earliest project start date may be September or December respectively.

For additional funding opportunities, visit the Office of Proposal Development [webpage](#).

Note: If you have trouble accessing any of the links in this document, we recommend that you copy and paste those links into your default browser.