

## NIH Grant Submission Update for Extramural Staff

Major changes to NIH applications are coming soon. **Please help spread the word!** (It is imperative we reach the largest audience possible with this message. If people don't understand the new requirements, their applications will not be accepted!)

### What's happening?

- Due to changes resulting from the Enhancing Peer Review initiative, applications for due dates on or after January 25, 2010 require:
  - **Restructured application forms** – Applicants will need to download the new application forms (applies to both electronic and paper)
  - **New instructions** including **shorter page limits**
- These changes affect ALL applications (new, renewal, resubmission, and revision).
  - [Applicants who are eligible for continuous submission](#) may continue to use current forms and instructions through February 7, 2010 for R01, R21, and R34 AIDS applications that would otherwise have been due on January 7, 2010.
- By December, reissued Parent Announcements and updated funding opportunity announcements (FOAs) will be posted (which means new FOA numbers for Parent FOAs) and FOAs with receipt dates of January 25 and beyond will be updated with the new language, page limit requirements, and the new application packages (the FOA numbers will stay the same).
  - Details of this process are described in the [staff FAQ section](#) of the Enhancing Peer Review Intranet.
- See original NIH Guide notice issued Sept 16, [NOT-OD-09-149](#), and notice clarifying timing issued yesterday, [NOT-OD-10-002](#)

### Please advise applicants to:

1. Read about requirement changes **now** to be able to begin writing the Research Strategy section of the application.

2. In **December**, go back to the updated FOA or reissued Parent Announcement and download the new application package and instructions.
3. Read the new application instructions **carefully**.
4. For **due dates on or after January 25**, submit applications using the new application forms and instructions.

### **Help us get the word out!**

- We will need everyone's help to ensure applicants understand the new requirements. The [Enhancing Peer Review Website](#) has a page dedicated to the [application changes](#) and we have made a number of resources available to both you and the public on the [Training and Communications Resources](#) page.
- If you have e-mail contact with prospective applicants, please **consider using the following tagline** in your signature block. (If you want to be even more explicit, you could add steps 1-4 above under it.)

#### **MAJOR CHANGES FOR APPLICANTS!**

Shorter page limits ... restructured forms ... new instructions

For application submissions due on or after January 25, 2010, the time is now to [find out how](#).

- If you are attending a professional meeting with applicants or your IC has a booth at the meeting, please bring information about the changes. We have made a [flyer](#) and a more detailed [one pager](#) available to suit your needs.
  - Note: OER will ship flyers to the Society for Neuroscience meeting and will provide them to the other NIH booths on-site.
- If you are making presentations to the applicant community, please consider including a few [slides](#) on the upcoming changes. Or if giving a longer presentation, use slides from our [in-depth presentation](#).
- Please highlight the changes in IC newsletters. You may also want to suggest to your favorite professional society that something be included in their newsletter. OER will continue to highlight the change through articles in the Nexus and reminder Guide notices. See latest [article](#). Future articles will be posted on the [Training and Communication Resources](#) page.
- We will be developing a video overview of the changes, starring Alan Willard, that will be available from the Enhancing Peer Review Web site under [Training and Communication Resources](#) in mid-November.

- Towards the end of November, OER will send an e-mail to everyone who has applied for an NIH grant over the past couple of years, alerting them to the upcoming changes.
- OER has developed a reminder in the electronic application submission process that will trigger whenever an electronic application is submitted using the old application forms after the first week of January 2010. The warning will remind applicants of the new requirements.

Need additional resources or have other ideas for how we can raise awareness of these changes? Please send a note to [EnhancingPeerReview@mail.nih.gov](mailto:EnhancingPeerReview@mail.nih.gov).

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