

REQUIRED NARRATIVES – NIH INDIVIDUAL RESEARCH CAREER DEVELOPMENT AWARD APPLICATIONS (K AWARDS)

NIH Attachment (Grouped under the form with which it is associated)	Coeus Narrative Type	Comments
<i>Research & Related Other Project Information</i>		
Project Summary/Abstract	Project_Summary	Do not exceed 1 page
Project Narrative	Narrative	Public Health Relevance Statement. No more than two or three sentences, in plain language for general audience
Facilities & Other Resources	Facilities	Facilities and resources available to the candidate
Equipment	Equipment	Major items of equipment already available for this project
Other Attachments	Other	Use in accordance with FOA instructions. Mentored K applications are required to include a list of referees
<i>Research & Related Budget (detailed budget)</i>		
Budget Justification Attachment	Budget_Justification	Full justification is required for all detailed budgets
<i>PHS 398 Career Development Award Narratives</i>		
Introduction to Application	PHS_Career_IntroductionToApplication	For Resubmission applications. Check FOA instructions; normally limited to 1 page.
Candidate's Background	PHS_Career_Candidate_Background	SEE page limits note below
Career Goals and Objectives	PHS_Career_Goals_Objectives	SEE page limits note below
Career Development Training Activities During Award Period	PHS_Career_Dev_Training	SEE page limits note below

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Training in the Responsible Conduct of Research	PHS_Career_Training_Resp_Conduct_Research	SEE page limits note below
Mentoring Plan	PHS_Career_Mentoring_Plan	
Statements by Mentor, Co-mentor(s), Consultants, Contributors	PHS_Career_Mentor_Statements_Letters	The letters must be appended together and uploaded as a single pdf file.
Description of Institutional Environment	PSH_Career_Inst_Environment	
Institutional Commitment to Candidate's Research Career Development	PHS_Career_Inst_Commitment	The statement must be signed and uploaded as a single file.
Specific Aims	PHS_Career_SpecificAims	Limited to 1 page
Research Strategy	PHS_Career_Res_Strategy	SEE page limits note below
Inclusion Enrollment Report	PHS_Career_InclusionEnrollmentReport	For Renewal or Revision applications that involve clinical research
Progress Report Publications List	PHS_Career_ProgressReportPubList	For Renewal applications
Protection of Human Subjects	PHS_Career_ProtectionOfHumanSubjects	Required when Human Subjects is included in Special Review tab; includes Data and Safety Monitoring Plan when applicable
Inclusion of Women and Minorities	PHS_Career_InclusionOfWomenAndMinorities	Required when Human Subjects is included in Special Review tab
Targeted/Planned Enrollment	PHS_Career_TargetedPlannedEnrollmentTable	Required when Human Subjects is included in Special Review tab
Inclusion of Children	PHS_Career_InclusionOfChildren	Required when Human Subjects is included in Special Review tab
Vertebrate Animals	PHS_Career_VertebrateAnimals	Required when Animal Usage is included in Special Review tab

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Select Agent Research	PHS_Career_SelectAgentResearch	Required when Select Agents is included in Special Review tab
Bibliography & References Cited	Bibliography	For publicly available citations, URLs or PMC submission identification numbers may accompany the full reference
Consortium/Contractual Arrangements	PHS_Career_Consortium_Contract	Required for applications that include a subrecipient.
Resource Sharing Plan(s)	PHS_Career_Resource_Sharing_Plan	Data-sharing plan required for applications seeking \geq \$500,000 DC annually. Proposals for development of model organisms require plan for Sharing Model Organisms. Proposals for genome-wide association study require plan for data submission to NIH GWAS data repository.
Cover Letter	PHS_Cover_Letter	Is accessible only to appropriate NIH staff, but not peer reviewers. For mentored CDA applications, cover letter must contain the same list of Referees (with name, departmental affiliation, and institution) that is included in the Other Project Information/Other Attachment. Encouraged by NIH for all applications; see instructions. Required for changed/corrected applications submitted after the deadline and to provide any approvals required by the FOA

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Appendix	PHS_Career_Appendix	Is accessible to appropriate NIH staff and peer reviewers. SEE INSTRUCTIONS

FONT AND MARGIN SPECIFICATIONS:

Use an Arial, Helvetica, Palatino Linotype, or Georgia typeface, a black font color, and a font size of 11 points or larger. (A Symbol font may be used to insert Greek letters or special characters; the font size requirement still applies.)

Type density, including characters and spaces, must be no more than 15 characters per inch.

Type may be no more than six lines per inch.

Use at least one-half inch margins (top, bottom, left, and right) for all pages. No information should appear in the margins (header and footer), including the PI's name and page numbers.

Before applying for a K award, applicants should carefully review the applicable FOA for the career award of interest, noting especially the eligibility requirements, requirements for a mentor, review criteria, award provisions, and any special application instructions. FOAs and other guidelines are available on the NIH K-Kiosk website <http://grants.nih.gov/training/careerdevelopmentawards.htm>.

NIH Application Guide SF424 (R&R) - **Adobe Forms Version B:** <http://grants.nih.gov/grants/funding/424/index.htm#inst>

PAGE LIMITS: Follow page limitations as specified in Funding Opportunity Announcements (FOA). Generally, The total number of pages for the following items combined may not exceed 12 pages: Candidate's Background, Career Goals and Objectives, Career Development/Training Activities During Award Period, Training in the Responsible Conduct of Research, and Research Strategy). Other page limits are noted in the table.