

NIH Challenge Grant (RC1) – 2009 Recovery Act - Loyola University Chicago at the Medical Center Campus	
RFA-OD-09-003 – Download application from : http://apply07.grants.gov/apply/UpdateOffer?id=10842	
Challenge Grant Areas with links to Topics: http://grants.nih.gov/grants/funding/challenge_award/#topics	
General Reminders	
	ORSHS routing form: Please put the word RECOVERY at the beginning of your title on ORS routing form. (This is helpful for tracking purposes, but not mandatory)
	Update degree information in eRA Commons and make sure that degree information matches what is included on the PHS398 Cover Page Supplement form.
	Font/Margins- Margins ½ inch all around; Black font no smaller than 11 pt. FONT; Arial, Helvetica, Palatino Linotype or Georgia typeface and 15 characters/inch; 6 lines/inch. DO NOT USE TIMES NEW ROMAN FONT.
	There should be NO headers or footers for NIH application packages. This includes the biosketch pages.
	File names for PDF Attachments- do not include any spaces, hyphens, special characters (example &, - , %, # etc.) Rename the package: PILastName_Agency_duedate_final.pdf PDF Attachments- Attached files are PDFs. Please avoid scanned PDFs if possible (increases the file size that is transmitted to Grants.gov)
	Adobe Forms- Download and complete the package using Adobe Reader 9.1. Any other version may corrupt the package and the entire package will need to be downloaded and redone. Prepare all applications using the SF424 (R&R) application forms and in accordance with the SF424 (R&R) Application Guide for this FOA through Grants.gov/Apply.
SF424 Reminders	
	This FOA is for NEW applications only. No resubmissions or renewals permitted.
	Contact information should be: Jamie Caldwell Loyola University Chicago Office of Research Services for the Health Sciences 2160 S. 1 st Ave, Maywood, IL Phone (708)-216-8433 Fax (708) 216-5881 Email jcaldw@lumc.edu
	SF424 R&R fields reflect the following information: DUNS number- 791277940 Entity Identification Number (EIN)- 1361408475-A2 Type of Applicant: Non-Profit Authorized Representative: Jamie Caldwell
	Congressional District- 7th
	CFDA # - 93.701
	Title – does not exceed 81 characters including spaces. Do not use special characters
	Budget Numbers – the budget total from the budget forms matches the 424R&R 16a & b fields.
R&R Key Personnel	
	Individuals designated as PI/PDs on the app must be registered in NIH eRA Commons.
	Credential Field- Is completed for the PI in the R&R Key Personnel form subset and reflects the PI's eRA Commons user Name. The Commons ID of each person listed as a PI/PD must be included in the Credential field of the R&R Senior/Key Personnel form. Failure to do this, will cause the application to be rejected.
	Co-PI/PD – Do not use.
	Key Persons – All mandatory fields have been completed and a biosketch has been attached for each person.
	Biosketch Length – Limited to 2 pages per person.
	Number of Publications cited - limited to 10 or fewer items.

R&R Other Project Information	
	Human Subjects or Animals. If human subjects or animals the appropriate assurance No. is provided. Animal Welfare Assurance # -A3117-01 Human Subjects Federal Wide Assurance # -00009471
	Project Summary –Limited to one page . The broad Challenge area and the specific Challenge Topic MUST be explicitly cited in the Project Summary/Abstract component. Applicants must begin their Project Summary/Abstract citing the specific topic identifier listed in the table of Challenge Areas and Topics, e.g., <i>This application addresses broad Challenge Area (01): Behavior, Behavioral Change, and Prevention and specific Challenge Topic, 01-GM-104: Mechanisms of Behavior Change Research.</i>
	Project Narrative - Using no more than two or three sentences , describe the relevance of this research to public health . In this section, be succinct and use plain language that can be understood by a general, lay audience.
	Bibliography – Formerly Literature Cited. One page limit.
Research Plan	
	Should be limited to twelve (12) pages . Note: The 12 page limit excludes the Project Summary/Abstract, Bibliography (Literature Cited), and biographical sketches.
	Two PIs. If a second PI/PD has been identified on the Key Personnel form, a “Multiple PD/PI Leadership Plan” is required. This is not included in the 12 page limit.
	Human Subjects or Animals. If Human Subjects or Vertebrate Animals were identified the required attachments should be included in the 398 Research Plan.
	<p>PHS398 Research Component Sections:</p> <p>Intro to App-Omit</p> <p>Specific Aims-One page maximum PDF attachment.</p> <p>Background and Significance-Omit</p> <p>Preliminary Studies/Progress Report-Omit</p> <p>Research Design and Methods - This item consists of the following 4 elements and is limited to 12 pages: A statement of the Challenge Area and specific Challenge Topic; The Challenge and Potential Impact; The Approach; and Timeline and Milestones. Attach the 12- page Research Plan encompassing all of these elements as a single PDF document. Figures and illustrations may be included but must fit within the 12-page limit. Do not include links to Web sites for further information. Do not include animations.</p> <p>Excluded from the 12 page Research Plan limit are:</p> <ul style="list-style-type: none"> • Specific Aims (1 page maximum) • Inclusion Enrollment Report • Protection of Human Subjects • Inclusion of Women and Minorities • Targeted/Planned Enrollment • Inclusion of Children • Vertebrate Animals • Select Agent Research • MPI Leadership Plan • Consortium/ Contractual Arrangements • Letters of Support • Resource Sharing Plans
	Appendices – are not permitted. No supplemental information will be accepted.
Budget	
	Type: MTDC (Modified Total Direct Cost) Indirect Rate: 49.5% DHHS Agreement Date 10/20/2008
	Budget Form Set - R&R Budget form must be used. There should be a 2 year project period . Budget may not exceed \$500,000 per year (TOTAL COSTS) for a maximum of \$1,000,000 (TOTAL COSTS) over a 2 year period.
NIH Updates- Review Criteria and Scoring	
	Enhanced Review Criteria and new 9 Point Scoring System : NOT-OD-09-025
	Restrictions on Foreign Components: NOT-OD-09-061