

**NIH SC**

[SF 424 Guidelines Form F for Research Rigor and Reproducibility Requirements](#)

<b>UPLOADED DOCUMENTS</b>	
<b>OTHER PROJECT INFORMATION</b>	
Project Abstract/Summary	30 lines of text
Project Narrative (Public Relev)	3 sentences
Bibliography & References	As applicable
Facilities & Other Resources	REQUIRED
Equipment [major equipment already available]	As applicable
<b>Other Attachments</b>	<b>REQUIRED **</b>
<b>KEY PERSONNEL [BIOSKETCH]</b>	5 pages each. Biosketch required for collaborators and consultants and their role must be described in the biosketch
<b>BUDGET</b>	<b>ORSP will prepare budget forms</b>
<b>Budget Justification</b>	<b>Modular format (no \$ amounts); separate justification for subcontracts</b>
<b>RESEARCH PLAN</b>	
Specific Aims	1 page - REQUIRED
Res Strategy	6 pages *See page limits by program
Significance (incl Scientific Premise)	
Innovation	
Approach (Incl Scientif Rigor & Biological variables)	
<b>HUMAN SUBJECTS</b>	<b>Click here for instructional video</b>
Justification for no human subjects if human specimens/data	As applicable
<b>Section 2 -Study Population Characteristics -complete online and attach r</b>	<b>All required if "yes" to human subjects</b>
Inclusion of Women and Minorities	
Inclusion of Individuals Across the Lifespan	
Recruitment and Retention Plan	
Study Timeline	
Inclusion Enrollment Report -complete online	
<b>Section 3 -Protection and Monitoring Plans -complete online and attach r</b>	<b>All sections required if clinical trial</b>
Protection of Human Subjects Document	
Data and Safety Monitoring Plan	Optional
Overall structure of study team	N/A for SCORE
<b>Sections 4 and 5: Protocol Synopsis -complete online and attach required</b>	<b>Only for clinical trials</b>
Statistical Design and Power	N/A for SCORE
Dissemination Plan	N/A for SCORE
Other Clinical Trial-related attachments	N/A for SCORE
<b>OTHER</b>	
Vertebrate Animals	As applicable
Select Agent	As applicable
Multi PI Leadership Plan	As applicable
Consortium/Contractual agr's	As applicable
Letters of support	As applicable, no foreign collaborators
Resource Sharing	<b>REQUIRED FOR SC2</b>
Authentication of key Biological and/or Chemical Resources	As applicable
Appendix	As applicable
PHS Assignment Request Form (previously included in cover letter)	Optional

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**R21, R03, SC2, SC3**

**R01, SC1**

**R25**

**Guideline specific requirements**Opportunity: Link to guidelines: Budget/period: 

Unallowable Costs: Do not include any foreign collaborators, paid or unpaid (this includes letters of support)

Do not name any key personnel as co-PIs or co-Investigators  
Do not exceed 2 months summer salary for PI

UTEP employees cannot be consultants

No postdocs  
No students or participant support or travel for technical personnel no foreign support  
No clerical support  
No salary for collaborators, but  
Travel for collaborators is allowed  
Consultants can be paid a modest honorarium

Special Attachments: 

**\*\*Other Attachments:** The application must include a single attachment titled "Institutional Information and Research Enhancement Plan".

**A) Institutional information must include:****1) Description and evidence of the institution's explicit historical mission to educate underrepresented students****2) Institutional data. Provide the following numerical information in tabular form:**Section A, 1, 2 and 3  
will be provided by  
ORSP**3) NIH R01 support (total costs) for each of the two last fiscal years.****4) Institutional letter from a department chair or dean certifying that the time and effort requested by the PD/PI for the proposal.****B) Research Enhancement Plan must include:****1) PD/PI's Research Enhancement Objectives and Plan.****2) Role of the Advisor in Research Enhancement Plan.**Section A, 4 and  
Section B is  
responsibility of the PI