Questions During the Webinar

- Please use the chat box to enter your question.

- Questions will be monitored throughout the presentation. There will be a formal Question and Answer session after the presentation.

Disclaimer

This webinar and accompanying slides are for informational purposes only. They serve as an overview of **NIDCR Mentoring Network to Promote a Diverse Dental, Oral, and Craniofacial Research Workforce** funding initiative and are not meant to be comprehensive in coverage of all required components of the application.

Applicants are responsible for following the instructions detailed in the NOFO and any <u>Related Notices</u>.

National Institute of Dental and Craniofacial Research

Presenters

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Webinar Outline

A. Overview of Funding Description and Eligibility Information

B. Overview of Application and Submission Information

C. Overview of Budget Information

D. Overview of Review Information

E. Helpful Hints and Resources

F. Questions and Answers

NIDCR Mentoring Network to Promote a Diverse Dental, Oral and Craniofacial Research Workforce (UE5 Clinical Trial Not Allowed) PAR 24-104

- **Award Budget:** No more than $250,000 per year in direct costs

- **Award Period:** No more than 5 years

- **Application Type:**
  - New
  - Renewal

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Submission Dates and Times

- Letter of Intent Due Date: **April 30, 2024**

- **Application Due Date: May 30, 2024, by 5:00 PM local time of applicant organization**

- **Only one application per institution is allowed**

- Scientific Merit Review: **October 2024**

- Advisory Council Review: **January 2025**

- Earliest Start Date: **April 2025**

What is a UE5?

- Cooperative Agreement, Research Education

- Key Individuals:
  - **PD(s)/PI(s)**- have primary responsibilities for the administration
  - **NIH Staff**-have substantial programmatic involvement that is above and beyond the normal stewardship role in awards; can offer technical assistance and advice

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Funding Opportunity Purpose

To **support educational activities** that encourage individuals from **diverse backgrounds**, including those from groups underrepresented in the biomedical and behavioral sciences, to **pursue further studies or careers in dental, oral, and craniofacial (DOC) research** with a primary focus on:

- *Mentoring Activities*
- *Courses for Skills Development*

Goal

Provide structured interactions between Mentors (experienced investigators) and Mentees (postdoctoral and early career investigators) and mentee skills development through

- Advance mentoring knowledge and skills

- Mentored grant writing experience

- Scientific communication knowledge and skills

- Potential research collaborations and partnerships

- Peer support

Expected Impact:

- Enhanced mentee retention and advancement in a research career

- Increased representation and perspectives of investigators from a wide variety of backgrounds to improve oral health and advance the objectives of the NIDCR Strategic Plan 2021-2026.

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Mentoring Activities

Establish national mentoring network(s) offering scientific, technical, and professional research career development and grant writing skills.

Examples **of research career development activities of matched mentors and mentees:**

- Developing individual development plans (IDPs)
- Coaching scholarly writing
- Advising on the preparation and successful career transitions
- Managing work-life balance and academic/professional service
- Identifying potential collaborators
- Building professional relationships
- Leadership development

Courses for Skills Development

May include, but are not limited to

- Training or guidance on NIH grant writing and peer review
- Scientific writing and communication
- Negotiating a job offer
- Establishing and managing a lab and budget, hiring staff
- Preparing for and achieving tenure and promotion
- Mentoring
- Developing team science skills and collaborations

Eligibility Information: *Organization*

- **Domestic Organization** with System for Award Management (SAM), eRA Commons, and Grants.gov registration with the appropriate facilities and resources to support the program.

- **One** application per institution/organization- see NOT-DE-24-020

Note, institutions with existing NRSA institutional training grant may apply provided education experiences are distinctly different and complement ongoing research training at the institution.

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Section IV. Application and Submission Information

Letter of Intent *(requested but not required)*

- Descriptive title of proposed activity

- Name(s), address(es), and telephone number(s) of the PD(s)/PI(s)

- Names of other key personnel

- Participating institution(s)

- Number and title of this funding opportunity

- The letter of intent should be sent to: Yun Mei, MD, **yun.mei@nih.gov**

Due Date: April 30, 2024

Submission Options to Access Application Forms

Use the NIH ASSIST system to prepare, submit and track your application online

Use an institutional system-to-system (S2S) solution to prepare and submit your application to Grants.gov and eRA Commons to track your application. Check with your institutional officials regarding availability.
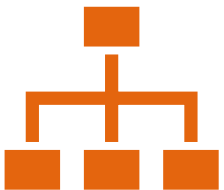
Use Grants.gov Workspace to prepare and submit your application and eRA Commons to track your application.

HOW TO APPLY *Video Tutorials*

WATCH NOW

- ASSIST
- eRA Commons
- Grants.gov

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Section IV. Application and Submission Information
"R" Research Application Guide for UE5

R.400 - PHS 398 Research Plan Form

The PHS 398 Research Plan form is used only for research, multi-project, and SBIR/STTR applications.

This form includes fields to upload several attachments, including the Specific Aims and Research Strategy.

The Research Plan, together with the rest of your application, should include sufficient information needed for evaluation of the project, independent of any other documents (e.g., previous application). Be specific and informative, and avoid redundancies.

🔍 View larger image

Quick Links

Introduction

1. Introduction to Application (for Resubmission and Revision applications)

Research Plan Section

2. Specific Aims

3. Research Strategy

4. Progress Report Publication List

Other Research Plan Section

5. Vertebrate Animals

6. Select Agent Research

7. Multiple PD/PI Leadership Plan

8. Consortium/Contractual Arrangements

9. Letters of Support

10. Resource Sharing Plan(s)

11. Authentication of Key Biological and/or Chemical Resources

Appendix

12. Appendix

Page Limits for UE5 (cooperative agreement R25)

Section of Application	Page Limits
Project Summary/Abstract	30 lines of text
Project Narrative	Three sentences
Specific Aims (Attachment 2 on PHS 398 Research Plan form; **applies to UE5**	1
Research Education Program Plan (uploaded via the Research Strategy on PHS 398 Research Plan form) **applies to UE5**	25
Biographical Sketch	5

The Research Strategy Section must be used to upload the Research Education Program Plan

Other Attachments: Advisory Committee

Not required, but a highly recommended component of research education program

If intended, a plan for appointment, roles, responsibilities, frequency of committee meetings and description on how the committee will evaluate the overall effectiveness of the program should be included.
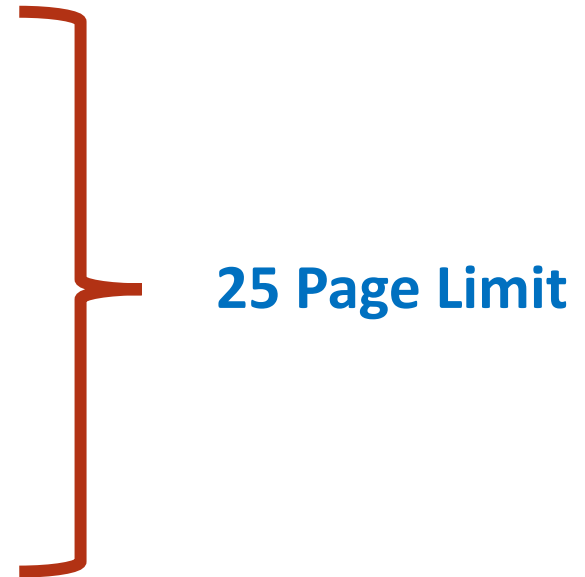
Renewal applications with Advisory Committees should include the names of all committee members during the past project period

File name "**Advisory_Committee.pdf**".

Section IV. Application and Submission Information

- **PHS 398 Research Plan Component**

- All instructions in the SF424 (R&R) Application Guide must be followed, with the following additional instructions:

- **Research Strategy**

- **The Research Strategy section must be used to upload the <u>Research Education Program Plan</u>, which must include the following components:**

  - **Proposed Research Education Program**
  - **Program Director/Principal Investigator**
  - **Program Faculty**
  - **Program Participants**
  - **Institutional Environment and Commitment**
  - **Diversity Recruitment Plan**
  - **Plan for Instruction in the Responsible Conduct of Research**
  - **Evaluation Plan**
  - **Dissemination Plan**

25 Page Limit

Proposed Research Education Program – Key Points

- **Describe:**
  - The rationale for the proposed mentoring model, the professional development areas, the scientific areas chosen, and the relationship of scientific areas to NIDCR mission and NIDCR Strategic Plan.
  - The framework, components and structure of the proposed mentoring network (e.g., workshops, seminars, webinars, one-on-one meetings, small groups), interactions between mentors and mentees, and among mentees (peer cohorts) and justification in terms of the long-term goals of the proposed mentoring network.
  - How an annual mentored NIH grant writing and mock peer review experience will be accomplished
  - Processes to sustain mentor-participant engagement during the mentoring network program project period and beyond

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Proposed Research Education Program – Key Points

Describe expected processes for:

- Implementing proposed mentoring and skill development activities

- Selecting mentors & participants

- Matching mentor(s) to participants (a primary mentor is required; co-mentors or mentoring teams are encouraged), developing participant (peer) interactions/networks

- Recruiting and selecting scientific experts for the mentored NIH grant writing activities, and

- If applicable, coordinating among existing training or research activities available at a site or across multiple sites

Eligibility Information: *Program Director(s)/Principal Investigator(s)*

- an established investigator capable of providing both administrative and scientific leadership to the development and implementation of the proposed program

- a senior faculty member and have a strong track record as an NIH/NIDCR funded investigator, educator and experienced mentor

- capable of directing the NIDCR mentoring network program and of providing mentorship and professional research career education experiences to participants, including individuals from groups underrepresented in the biomedical science

*If a PD/PI team is proposed, members **must have complementary expertise**. For example, a PD/PI with strong scientific experience and expertise could partner with a PD/PI who has mentorship and leadership experience to fulfill the leadership requirements for this program.*

Application Content: PD(s)/PI(s)

A diverse group of PD(s)/PI(s) and Program faculty is encouraged, also see eligibility regarding experience and qualifications

- Evidence that the PD/PI has a strong track record as a leader, educator and/or mentor in areas relevant to the scientific focus and activities in the proposed mentoring network. Programs proposing multiple PDs/PIs, describe the complementary and integrated expertise of the PDs/PIs; their leadership approach, and governance and

- Abilities to organize, administer, monitor, and evaluate the research education program and support the NIDCR research and research training goals

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Eligibility Information: *Program Faculty*

Researchers from diverse backgrounds, including racial and ethnic minorities, persons with disabilities, and women are encouraged to participate as program faculty as mentors, course instructors or scientific experts; individuals may have more than one role

PD(s)/PI(s) are expected to recruit program faculty nationally

Program faculty should be established investigators: a history of active or recent peer reviewed research funding (e.g., R01 or equivalent) and a record of peer reviewed research publications in scientific areas that align with the proposed program and NIDCR

Mentors should have experience mentoring postdoctoral scientists and/or early career faculty who have continued in research intensive careers; must be committed to continue their involvement throughout the total period of the mentee's participation in this award

National Institute of Dental and Craniofacial Research

Application Content: Program Faculty

A diverse group of PD(s)/PI(s) and Program faculty is encouraged, also see eligibility regarding experience and qualifications

- Describe the anticipated number of individuals, the recruitment and selection strategies, qualifications, responsibilities and roles of participating faculty

- Individuals may have more than one role in the program, e.g., coach, instructor, mentor, and scientific expert for mock NIH peer review

- Faculty member should provide a letter documenting their role(s), commitment, and willingness to participate in the program (*see Letters of Support*)

Eligibility Information: *Participants (Mentees)*

Unless strongly justified based on exceptional relevance to NIH, this program should be used primarily for U.S. citizens and permanent residents

Programs are encouraged to recruit participants nationally from a diverse pool of early career investigators, including those from groups underrepresented in the biomedical sciences.

Postdoctoral scientists and non-tenured junior faculty

Research and/or health-professional doctoral degree or equivalent

Current and former:

- F32 fellows, T32, T90 postdocs, K12 and KL2 scholars, or the equivalent
- NIH diversity supplement recipients
- PDs/PIs on NIH career development awards (K01, K08, K22, K23, K25, K99/R00), and NIDCR Small Grant (R03)

National Institute of Dental and Craniofacial Research

Eligibility Information: Participants (Mentees) cont.

- Mentees are selected post-award through an application process
- As part of the selection process potential mentees must submit a letter of support from their department chair or dean that includes:
  - a commitment to provide protected time for mentee participation in the program, and
  - financial support to help defray the cost of participation in mentoring network program activities

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Program Participants (Mentees) per Year

- Anticipate 8-10 participants (mentees) selected per year

- Mentees actively engage in network activities over one year (minimum), maintaining regular contact with network mentors and peers during that time

- Mentees engage in a mentored R0$1$/K grant writing activity

NIDCR encourages sustained engagement among mentors and mentees, and among mentees (peers) beyond each participant's initial engagement in the program
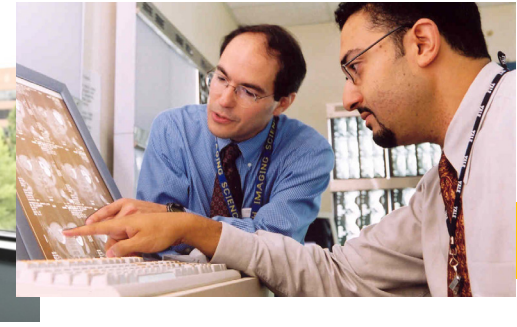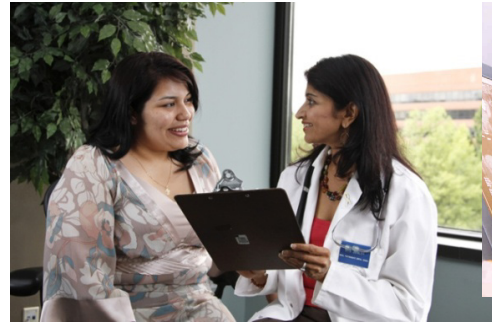
Application Content:
Program Participants (Mentees)

Describe:

- Plans and strategies to recruit a diverse pool of participants nationally, predominantly U.S. citizens and permanent residents

- Plans for advertising the network opportunities, mentee application procedures, and criteria for the evaluation and selection of participants pursuing NIDCR relevant research

Application Information – additional topics

- **Institutional Environment and Commitment**
- **Recruitment Plan to Enhance Diversity** [NOT-OD-20-031](#)
- **Plan for Instruction in the Responsible Conduct of Research**
- **Evaluation Plan**
- **Dissemination Plan**

- **Letters of Support**

  - A letter of institutional commitment should include the provision of adequate staff, facilities, and educational resources that can contribute to the planned program.

  - In a multisite application, each of the collaborative sites must include a letter of institutional commitment that provides, as appropriate, names of program faculty involved in the program, a description of facilities and educational resources available for the proposed program, and commitment to the mentoring network program.

  - All Program Faculty involved in the mentoring network should submit letters of support.

Submission Dates and Times

- Letter of Intent Due Date: **April 30, 2024**

- **Application Due Date: May 30, 2024, by 5:00 PM local time of applicant organization**

- **Only one application per institution is allowed**

- Scientific Merit Review: **October 2024**

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Section II. Award Information

- Application budgets must not exceed $250,000/year in direct costs, and cannot exceed 5 years of support.
  - Follow instructions provided in the SF 424 (R&R) Application Guide
    - Include all personnel support
    - Include the Training and Research Related (R&R) budget for Participant/Trainee Support Costs
    - Include all Other Personnel, Travel and Participant/Trainee Support Costs

- All costs should reflect the actual needs of the proposed project, and the budget request should be justified.

Application Form Instructions: How to Apply - Application Guide
https://grants.nih.gov/grants/how-to-apply-application-guide.html

Other Award Budget Information

- **Personnel Costs**
  - PD(s)/PI(s) are expected to devote 2.4 CM (20% of effort). For MPIs, each PD/PI must contribute 1.8CM (15% of effort).
  - Total personnel costs may not exceed 25% of total direct costs (not including consultant fees).

- **Participant Costs**
  - Compensation for activities specifically required by the proposed research education program.
  - Federally-supported individuals may not receive salary/stipend supplementation.
  - No full-time support.

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Other Award Budget Information (cont')

- **Other Program-Related Expenses**
  - Research support of $15,000 maximum per year.
  - Includes consultant costs, equipment, supplies, travel, and other program-related expenses.
  - Detailed justification.

- **Indirect Costs**
  - 8% of modified total direct costs

Administrative and Fiscal Policies to Consider

- NIH Salary Cap
    - NOT-OD-24-057 – Fiscal Year 2024

- Direct Cost Cap
    - NOT-OD-05-004 – consortium/subaward F&A costs not factored on the direct cost limit of $250,000/year

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Mentoring Network to Promote DOC Research Workforce – UE5 Peer Review

- NIDCR Scientific Review Branch will manage the review

- Compliance:

    - One application per institution

    - Page limits: as defined in the NOFO

    - Recruitment Plan to Enhance Diversity: required

    - Plan for Instruction in the Responsible Conduct of Research: required

    Noncompliant applications will not be reviewed.

UE5 Review Criteria

- **Scored Review Criteria**

  Significance; Investigator(s); Innovation; Approach; and Environment

- **Additional Review Criteria**

  Protections of human subjects; Inclusion of Women, Minorities, and Individuals Across the Lifespan; Vertebrate Animals; Biohazards; and Training in methods for Enhancing Reproducibility

  Affect Overall Impact Score

- **Additional Review Considerations**

  Evaluation Plan; Recruitment Plan to Enhance Diversity; Training in the Responsible Conduct of Research; Resource Sharing Plan; and Budget

Scored Review Criteria

- **Significance**: address a key audience and an aspect or need in research education, and enhance career development towards independent DOC researchers through mentoring network

- **Investigator(s)**: administrative and scientific leadership, level of effort, experience in mentoring and teaching, roles of program leadership and participating faculty, metrics for meaningful evaluation

- **Innovation**: innovative approaches and latest best practices for the intended program participants

Scored Review Criteria (cont')

- **Approach**: goals and objectives, a sound rationale, educational concepts and principles, plan for evaluation, plan for recruitment, retention, and follow-up, appropriate methods, sufficient interaction among program faculty and participants, commitments from the host institutions, collaborating partners, and faculty/mentors, outcome

- **Environment**: scientific and educational environment, institutional commitment, institutional support for faculty, collaboration and buy-in among participating parties

Significance + Innovation: ***Should this project be done?***

Investigators + Approach + Environment: ***Can this project be done?***

Additional Review Criteria

- Protections for Human Subjects
- Inclusion of Women, Minorities, and Individuals Across the Lifespan
- Vertebrate Animals
- Biohazards
- Training in Methods for Enhancing Reproducibility
- Renewals

Additional Review Considerations
(Non-scorable)

- Evaluation Plan

- Recruitment Plan to Enhance Diversity

- Training in the Responsible Conduct of Research

- Resource Sharing Plans

- Budget and Period of Support

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Don't Forget

- Start Early

- Select and read the entire NOFO and related Notices

- Follow Instructions in NOFO

- Follow SF424 Instructions/Supplemental

- Approaches should be innovative and evidence based

- Make sure all the expertise is covered

- Make sure faculty biosketches are up-to-date and the personal statement is relevant to the Notice of Funding Opportunity (NOFO).

- Letters of Support should be aligned with the details of the application

- Consult with individuals not intimately involved in your project for feedback.

- Don't bury important information; don't expect reviewers to "read between the lines" to figure out what you are proposing.

- Contact the specified NIDCR Staff person with any questions

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