TO: School of Medicine Faculty
CC: School of Medicine Business Administrators
FROM: Glen N. Gaulton, Ph.D.
DATE: March 19, 2009
SUBJECT: New NIH Funding Announcements Re: ‘Competitive Revisions and Administrative Supplements

NIH has released three new grant funding announcements regarding “Competitive Revisions and Administrative Supplements” for investigators who have “active” NIH research grants.

While it is a relief that these general announcements are now available, there are still unresolved items as the institutes have freedom to administer these award requests differently. To facilitate your interpretation of these guidelines, we will post on the stimulus website a grid for each of the notices that specifies the responses of individual institutes. We will be updating this grid as information becomes available – so check the grid on a regular basis. In the meantime, we encourage you to carefully read each of the announcements below and consult the institute recovery websites for guidance issued by your funding institute(s): http://grants.nih.gov/recovery/ic_supp.html. Please do not hesitate to call or email the stimulus hotline with any questions at: (215) 898-1042 or stimulus@mail.med.upenn.edu

1. Administrative Supplements

   **Purpose:** This program is designed to “accelerate the tempo” of scientific research on an active parent grant, through hiring of new personnel and equipment purchases.

   **Due:** Can be submitted at variable times through NIH FY09-10 – contact your Program Officer; however be aware that supplements can only extend through the current funding cycle—so best to request soon! Please note that some institutes may have specific deadlines for submission of administrative supplements.

   **Eligible awards:** Active NIH Research Grants (R-series) and Research Program and Center Grants (P-series), as well as Career Development Awards (K-series), Institutional Training Grants (T-series), Cooperative Agreements (U-series) and Educational Development Awards. Please note that the individual institutes may place more restrictions on eligibility.

   **Budget:** For research grants there is no maximum dollar limit, however, NIH does not expect to fund requests in excess of 50% of the amount of the parent grant. Funds requested must be within the general scope of the peer-reviewed activities and aims approved in the parent grant. Please note that equipment under $100,000 is allowable.

   **Duration:** Funding may only be requested for NIH FY09 and FY10, and proposed research must be accomplished within the current project period, or no-cost extension.
Submission Format: Proposals are to be submitted directly to the Grants Management Specialist of the parent grant, preferably electronically as an email attachment in PDF format. Proposals will use a modified PHS398 format, including Cover Letter, Form Pages 1&2, Brief Project Description (limited to 5 pages), Budget and Budget Justification, Biographical sketches for new personnel, Human and Animal Approvals, and Checklist Page. The Cover Letter must be signed by an institutional official.

2. Administrative Supplements (Providing Summer Research Experiences for Students and Science Educators)


Purpose: This program is designed to promote job creation (economic development) and accelerate the pace of scientific research by providing summer research experiences for students and science educators. Please note that some institutes will consider administrative supplements only in target areas identified on the institute recovery website: http://grants.nih.gov/recovery/ic_supp.html

Eligible awards: Active NIH Research Grants (R-series) and Research Program and Center Grants (P-series) and Cooperative Agreements (U-series). Please note that the individual institutes may place more restrictions on eligibility.

Budget: Funds requested must be within the general scope of the peer-reviewed activities and aims approved in the parent grant. For Research Grants, supplements may request salary support for summer employment, as long as it reflects a direct contribution to accelerating the tempo of scientific research, is reasonable, consistent with institutional salary policies, and complies with the following dollar limits:

- **High school students** – Should comply with hourly minimum wage limitations, unless justification is provided
- **Undergraduate students** – No more than $10 per hour, unless justification is provided.
- **Science teachers and faculty** – Up to $18,000, plus fringe benefit costs of up to $2,500

Supplements for summer research experiences may request an additional $1,000 per person for the costs of laboratory supplies and other related allowable costs, such as relevant travel. Funds requested must be within the general scope of the peer-reviewed activities and aims approved in the parent grant.

Duration: Funding may only be requested for NIH FY09 and FY10 and proposed research must be accomplished within the current project period, or no-cost extension.

Submission Format: Proposals are to be submitted directly to the Grants Management Specialist of the parent grant, preferably electronically as an email attachment in PDF format. Proposals will use a modified PHS398 format, including Cover Letter, Form Pages 1&2, Brief Project Description (limited to 3 pages), Budget and Budget Justification, Biographical sketches for new personnel, Human and Animal Approvals, and Checklist Page. The Cover Letter must be signed by an institutional official.
3. Competitive Revision Applications (formerly termed competitive supplements)

Purpose: These awards are designed to support new research objectives and aims, and “significant expansion of the scope” of funded projects.

Due: April 21, 2009 (all institutes that support this program will adhere to this deadline)

Eligible awards: Active NIH Research Grants, including but not limited to R01, R03, R15, R21, R25, R33, R34, R21/R33, R41, R42, R43, R44, SC1, SC2, SC3, Program Project and Center grants (P-series), Cooperative Agreements (U-series), Training Grants (T-series) and Institutional Career Development Awards. Conference grants (R13s) are not permitted.

Budget: There is NO maximum dollar limit. Funds may be requested for:
   a. Hiring personnel (students, fellows, staff, etc.)
   b. Investment in technology or equipment
   c. Expanding project leadership (Multiple PIs)

Duration: Awards will be made for up to two years; however, proposed research must be accomplished within the current project period, or no-cost extension.

Submission Format: All mechanisms that have transitioned to electronic submission must be submitted via PennERA PD to Grants.gov.
All P-series and U-series applications will use the PHS398 paper forms. Specific application instructions are included in the notice and page limitations noted in the original application instructions (FOA) for the parent grant should be followed.

I encourage you to review these funding opportunities carefully, consult the recovery website of your funding institute(s) (http://grants.nih.gov/recovery/ic_supp.html) and to contact your Program Officer to explore ideas for proposals.

As always, please contact me at stimuli@mail.med.upenn.edu or (215) 898 –1042 if you need assistance.