

Division of Biology and Medicine-Graduate and Postdoctoral Studies
Checklist for **NIH National Research Service Award (NRSA)**
Predoctoral (F30, F31) Fellowship Applications

Eligibility:

- US Citizens, Nationals, and Permanent Residents enrolled in a PhD or MD/PhD program. F31 Diversity applicants can be from underrepresented racial or ethnic groups, have an ADA recognized disability, or come from a socially, culturally, or educationally disadvantaged background.

Postmark Deadlines (F series applications expected to go electronic in Aug 2007):

- 8 April, Aug, and Dec F30 (MD/PhD) and regular F31s
- 13 April, Aug, and Dec F31 to Promote Diversity in Health Related Research
- US Mail to: Center For Scientific Review, National Institutes of Health, 6701 Rockledge Drive, Room 1040 – Msc 7710, Bethesda, MD 20892-7710 (20817 if using UPS, FedEx or other courier).

Before you complete your application:

- Find a program announcement that fits your research; you must apply to a specific FOA
- Contact [Lori Nascimento](#) in OSP to obtain an eRA Commons user name.
- See research.brown.edu/pdf/proposal_preparation.pdf for DUNS number and other info.

Required Application Materials:

N.B.: Initial review based on scientific merit. Final are decisions based on individual Institutes' programs and priorities; it is imperative that you review these and tailor your application to them.

- 1.) Face Page: general info and tracking numbers.
 - 2.) Sponsor information and his/her description of your research proposal
 - 3.) Training and Career Goals
 - 4.) Checklist
 - 5.) Table of Contents
 - 6.) Your Biographical Sketch (use PHS416 biosketch form, not PHS398), including:
 - ◆ List (not transcripts) of all undergraduate and graduate courses with grades
 - 7.) Previous Research Form.
 - ◆ Required of advanced grad students; recommended for anyone with relevant experience
 - 8.) Research Training Plan
 - ◆ 10-page limit for specific aims, background/significance, preliminary data, and research design and methods.
 - ◆ Outside the 10-page limit: literature cited, resource sharing, respective contributions, selection of sponsor and institution, and responsible conduct of research (RCR; see http://biomed.brown.edu/grad-postdoc/Funding_GS.html)
 - ◆ Human subject or vertebrate animals documents, if applicable.
 - 9.) Biographical sketches for sponsor(s) (PHS-398 biosketch form acceptable).
 - ◆ You must identify a primary sponsor who is willing to meet the mentor guidelines; however cosponsors are encouraged if and only if appropriate.
 - 10.) Personal Data Form: demographic info
 - 11.) Reference Forms from sponsor(s)
 - 12.) ≥ 3 sealed reference letters from people other than your sponsor(s) attached to Face Page.
 - 13.) GRE and /or MCAT scores (if you have them).
- You must use Arial, Helvetica, Palatino Linotype, or Georgia 11 (or larger); Arial is smallest
 - You must have at least .5" margins all around.
 - Application guide and fillable forms at: <http://grants.nih.gov/grants/funding/416/phs416.htm>