



Yale School of Medicine – Department of Cell Biology

NIH Electronic Submission Checklist Parent R01 – June 5th Deadline

Key Dates:

Final Budget - 5/23

Final Proposal Documents to BO – 5/25

Final Proposal to GCA – 5/29

Contacts:

Financial: Trisha D'Errico (trisha.derrico@yale.edu)

Penny Riggione (penny.riggione@yale.edu)

Proposal: Lindsay Bartolomei

(lindsay.bartolomei@yale.edu)

- Form Requirements
 - 8.5 x 11 Page size
 - ½' Margins all around
 - 11 Point type – Ariel preferred (figure legends can be smaller 9-10 point font)
 - No headers, no footers, and no page numbers allowed
 - Final versions of each attachment in both word and PDF format
- Project Summary/Abstract (Note: This section must be no longer than 30 lines of text)
- Project Narrative (Note: Using no more than 2-3 sentences, describe the relevance of this research to public health)
- Facilities and Other Resources
- Major Equipment
- Separate equipment quotes if needed for equipment over \$5,000
- NIH Formatted Biosketch, and include:
 - Personal Statement
 - No more than 15 publications with PMID, PMCID #'s
 - No longer than 5 pages
 - Research support, current and completed (within the last 3 years)
- Budget Justification
- Specific Aims (Note: 1 page limit)
- Research Strategy (Note: 12 page limit)
- Letter of support
- Resource Sharing Plan (Note: office has template if needed)
- Authentication of Key Biological and/or Chemical Resources (1 page)
- Cover letter
- PHS Assignment Form (optional)
- Vertebrate animals (if applicable)
- Multi PI Plan (if applicable)
- PHS Assignment Form (optional)
- Subaward Paperwork (if applicable)
- Human Subjects section (if applicable)

Yale Compliance Items Needed for Submission

- Conflict of Interest – COI “PHS”
- Intro to Sponsored Projects Administration – SPA training
- Patent Policy Acknowledgement and Agreement Form – PPAA (*required for all personnel)