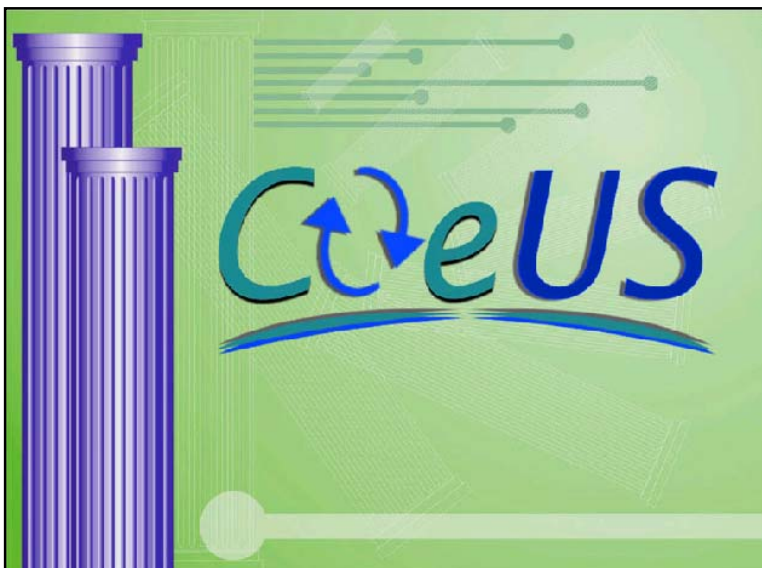


Coeus Lite Guide for the preparation of

Recovery Act Limited Competition for NIH Grants: Research and Research Infrastructure “Grand Opportunities” (RC2)



Request for Application Number: RFA-OD-09-004

<http://grants.nih.gov/grants/guide/rfa-files/RFA-OD-09-004.html>

Grants.gov Submissions ONLY: NIH will not accept paper applications

This opportunity is available for Coeus System-to-System submission to Grants.gov.
Coeus is the Institute’s preferred mechanism for transmission.

****This guide is to assist with the specific requirements of this solicitation and you will still need to refer to the SF424 (R&R) Application Guide.****

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Purpose of Document

This document is intended to help you complete the proposal submission entitled Recovery Act Limited Competition for NIH Grants: Research and Research Infrastructure “Grand Opportunities” (RC2).

It does not give step-by-step instructions on how to complete a proposal in Coeus. For those instructions, you will be referred to the *Coeus Lite 4.3 Proposal Development User Guide* (http://web.mit.edu/coeus/www/documents%20&%20forms/CoeusLite_Proposal_Development_Guide.pdf). Instead, this guide is intended to highlight the elements that are specific to the Grand Opportunities (RC2). These specific entries are shown in a box like the one below:

Example

 **NEW FOR RC2**

1. Complete the following fields:

Field Name	Description/Action:
Funding Opportunity Number	Enter RFA-OD-09-004.

Specific Requirements and Restrictions for this NIH Opportunity

Complete Instructions at: <http://grants.nih.gov/grants/guide/rfa-files/RFA-OD-09-004.html>

Application Due Date

May 29, 2009

Completed proposals due to OSP by 9AM on May 22, 2009

Proposal Type:

New

Renewals and Resubmissions are NOT permitted for this one-time-only solicitation.

Project Period

Maximum project period allowed is two (2) years. If you are applying for two years of funding, we recommend using 9-30-2009 as the start date.

Funding Levels

Budgets must be greater than \$500,000 total costs per year. Please note that is Total Cost, including MIT F&A and Subaward direct costs and F&A. Foreign subs cannot exceed 10% or \$25,000 aggregate, whichever is less.

Budget Type

R&R Budget (Detailed) required for all applications. (No modular budgets will be accepted.)

Page Limits

The Research Plan (Research and Design Methods) is limited to 12 pages.

Biographical sketch limited to two (2) pages. The number of publications cited in the PD/PI's biosketch is limited to ten (10) or fewer items

Specific Aims limited to 1 page

Bibliography and Literature Cited is limited to 1 page

Restrictions

The NIH will not accept any applications to this funding opportunity that is essentially the same as one currently pending initial review, unless the applicant withdraws the pending application. (i.e. the same application cannot be sent to both RC1 and RC2 funding opportunities).

General Info Screen

General Info

General Proposal Information
Budget : ✕ Narrative : ✕

* Indicates Mandatory Fields

***Proposal Type:** -----Please Select-----

***Start Date:**

Original Proposal Number: [Search](#)

***Agency/Sponsor:** [Search](#)

Prime Sponsor: [Search](#)

Proposal Deadline Date:

NSF Science Code: -----Please Select-----

Anticipated Award Type -----Please Select-----

Sponsor Proposal No :

***Title:**

Program Title:

Proposal in Response: -----Please Select-----

Funding Opportunity Number:

Agency Program Code:

***Activity Type:** -----Please Select-----

***End Date:**

Award #: [Search](#)

Receipt PostMarked

Sub Contract:

CFDA Number:

Agency Div Code:

Save

The **General Proposal Information** screen is the default view when opening an existing proposal, or when creating a new proposal. Users can select **General Info** from the left navigation bar to return to this screen. Fields with a red asterisk (*) are required to save and to generate a proposal number.

Resubmission and Renewals are not allowed for this submission.

For detailed instructions on how to do this, please refer to the *Coeus Lite 4.3 Proposal Development User Guide, page 11*.

NEW FOR RC2

1. Complete the following fields:

Field Name	Description/Action:
Proposal Type	Select New from drop down
Funding Opportunity Number	Enter RFA-OD-09-004

Grants.gov Screen

Grants.Gov

Grants.Gov		
Funding Opportunity Number:	Opportunity Title	Details
RFA-OD-09-004	Recovery Act Limited Competition for NIH Grants: R...	Select show

Once you have entered and saved all required fields and the *Funding Opportunity Number*, you can navigate to the **Grants.gov screen** and **CoeusLite will launch a search of Grants.gov for the sponsor's submission package.**

For detailed instructions on how link to Grants.gov, please refer to the *Coeus Lite 4.3 Proposal Development User Guide, page 14.*

Organization Screen

Organization	
Organization:	
Proposal Organization:	
Proposal Organization Address: Christy Michelle D Massachusetts Institute of Technology 77 Massachusetts Ave. E19-750 Cambridge	Location: Massachusetts Institute of Technology Cong Dist: MA-008 Remove Add Cong District
Performing Organization:	
Performing Organization Address: Massachusetts Institute of Technology 77 Massachusetts Ave. E19-750 Cambridge Middlesex	Location: Massachusetts Institute of Technology Search Cong Dist: MA-008 Remove Add Cong District
Add Organization / Location	
Save	

Coeus maintained data for MIT will automatically populate this screen. Performing Organization indicates the primary site where the work will be performed. **If a portion of the project will be performed at any other site(s), a new organization/location needs to be added.**

For detailed instructions on how to add a location, please refer to the *Coeus Lite 4.3 Proposal Development User Guide*, page 18.

Investigator/Key Persons Screen

Investigators/Key Persons

Investigators/Key Study Personnel Details

Investigator/Key Study Personnel Name is a searchable field, it cannot be entered.
Unit is required for Investigators.
Key Person Role is required for Key Personnel.

[Employee Search](#) | [Non Employee Search](#)

Name:	<input type="text"/>	Email:	<input type="text"/>	Phone:	<input type="text"/>
Commons User Name:	<input type="text"/>	Fax:	<input type="text"/>	Mobile:	<input type="text"/>
Unit:	<input type="text"/>	Search			
Proposal Role:	<input type="text" value="Principal Investigator"/>	Multi PI	<input type="checkbox"/>	% Effort:	<input type="text"/>
% Academic Year Effort:	<input type="text"/>	% Summer Year Effort:	<input type="text"/>	% Calendar Year Effort:	<input type="text"/>

List of Investigators/Key Study Personnel

Name	Department	LU	MPI	Role	% Effort			
					T	A	S	C

By default, Coeus designates the first person entered with the **Proposal Role** Principal Investigator (PI). Use the **Multi PI** checkbox to designate Investigators as Multiple PIs (*including* the PI). The PI role is recognized as the Contact PI by NIH. At this time, **NIH is the only sponsor that utilizes Multi PI; please review your NIH opportunity for more submission requirements.**

In Coeus, information for the Contact PD/PI populates item 15 of the SF424 (R&R) Cover component. All other PDs/Pis are listed in the Research & Related Senior/Key Person component and assigned the project role of "PD/PI." Please remember that all PDs/Pis must be registered in the eRA Commons prior to application submission. **The Commons ID of each PD/PI must be included in the "Credential" field of the Research & Related Senior/Key Person component. Failure to include this data field will cause the application to be rejected.** All projects proposing Multiple PDs/Pis will be required to include a new section describing the leadership plan approach for the proposed project.

Multiple PD/PI Leadership Plan: For applications designating multiple PDs/Pis, a new section of the research plan, entitled "Multiple PD/PI Leadership Plan", must be included. A rationale for choosing a multiple PD/PI approach should be described. The governance and organizational structure of the leadership team and the research project should be described, and should include communication plans, process for making decisions on scientific direction, and procedures for resolving conflicts. The roles and administrative, technical, and scientific responsibilities for the project or program should be delineated for the PDs/Pis and other collaborators.

If budget allocation is planned, the distribution of resources to specific components of the project or the individual PDs/Pis should be delineated in the Leadership Plan. In the event of an award, the requested allocations may be reflected in a footnote on the Notice of Award (NoA).

The NIH requires the PD(s)/PI(s) to fill in his/her Commons User ID.

For detailed instructions on how to enter this information, please refer to the *Coeus Lite 4.3 Proposal Development User Guide, page 20.*

Certify PI Screen

Certify

Investigator:	Donahue, Noelle E	Proposal #:	00004341 (In Progress)
Agency/Sponsor:	000340 : NIH	Proposal Period:	09/30/2009 - 09/29/2011
Title:	RC1 Guide		

Investigators/Key Study Personnel Details

Investigator/Key Study Personnel Name is a searchable field, it cannot be entered.
Unit is required for Investigators.
Key Person Role is required for Key Personnel.

[Employee Search](#) | [Non Employee Search](#)

Name: Email: Phone:

Commons User Name: Fax: Mobile:

Unit: [Search](#)

Proposal Role: Multi PI: % Effort:

% Academic Year Effort: % Summer Year Effort: % Calendar Year Effort:

List of Investigators/Key Study Personnel												
Name	Department	LU	MPI	Role	% Effort				Remove	Certify	Details	
					T	A	S	C				
Donahue, Noelle E	• Center for Coeus Training	<input checked="" type="checkbox"/>		Principal Investigator	0.0	0.0	0.0	0.0			✕	

Before your proposal can be submitted for routing, each PI must certify the proposal.

For detailed instructions on how to certify a PI, please refer to the *Coeus Lite 4.3 Proposal Development User Guide*, page 26.

Special Review Screen

Special Review

Special Reviews [Proposal No. - 00004341]

*Indicates Required Fields

Special Review

*Special Review : *Approval:

Protocol No: Application Date: Approval Date:

Comments:

Use of Humans

If activities involving human subjects are planned at any time during the proposed project at any performance site, the YES box must be checked, **even if the proposed project is exempt** from Regulations for the Protection of Human Subjects. To answer YES to Human Subject Involvement, navigate to the **Special Review screen** and enter your special review details. If answer is YES and you do not have an approved protocol, select "Pending" in the Approval drop down.

Use of Animals

If activities involving vertebrate animals are planned at any time during the proposed project at any performance site, the YES box must be checked. If no, skip the remaining questions about Vertebrate Animals. To answer YES to Vertebrate Animals use: navigate to the **Special Review screen** and follow the instructions below to enter your special review details. Once input, Coeus will check the appropriate boxes in items 2 and 2a, and input the Institutional IACUC approval date. If answer is YES and you do not have an approved protocol, select "Pending" in the Approval drop down.

If you answer yes to either humans or animals, separate narrative uploads are required. See pages 14-16 of this guide for details.

For detailed instructions on how to enter this information please refer to the *Coeus Lite 4.3 Proposal Development User Guide*, page 28.

Others Screen

Others

Others

* Indicates Mandatory Fields


ARRA Funding [Search](#)

MIT Major Initiatives [Search](#)

NSPIRES USER NAME

[Save](#)

A field for ARRA (American Recovery and Reinvestment Act) funding has been added to the Others Screen for tracking purposes. If this submission is in response to a solicitation with ARRA funding, please mark this field as "Yes" by following the instructions below.

 **NEW FOR RC2**

1. Complete the following fields:

Field Name	Description/Action:
ARRA Funding	Click Search to the right of the field and a pop up box will appear.

Lookup Values

Value	Description
No	No
Yes	Yes

2. Select **Yes** and then click [Save](#)

YNQ (Yes/No Questions) Screen

YNQ		
YNQ:		
Proposal Questions		
Question Id	Question	
11	Is there space change on this proposal <input type="radio"/> Yes <input type="radio"/> No	More
12	NSF Beginning Investigator <input type="radio"/> Yes <input type="radio"/> No	More
13	NIH Beginning Investigator <input type="radio"/> Yes <input type="radio"/> No	More

All questions need to be answered to complete the proposal. These can begin being answered, saved and completed later, if necessary.

For detailed instructions about this screen please refer to the *Coeus Lite 4.3 Proposal Development User Guide*, page 30.

Budget Screen

Budget

<ul style="list-style-type: none"> <li style="background-color: #e6f2ff; padding: 2px;">✓ Budget Versions <li style="background-color: #e6f2ff; padding: 2px;">✓ Budget Summary <li style="background-color: #e6f2ff; padding: 2px;">Print <li style="background-color: #e6f2ff; padding: 2px;">Budget Set Up <li style="background-color: #e6f2ff; padding: 2px;">Personnel >> <li style="background-color: #e6f2ff; padding: 2px;">Adjust Periods <li style="background-color: #e6f2ff; padding: 2px;">✓ Proposal Rates <li style="background-color: #e6f2ff; padding: 2px;">Budget Periods <li style="background-color: #e6f2ff; padding: 2px;">Personnel Budget <li style="background-color: #e6f2ff; padding: 2px;">Equipment <li style="background-color: #e6f2ff; padding: 2px;">Travel <li style="background-color: #e6f2ff; padding: 2px;">Participant/Trainee <li style="background-color: #e6f2ff; padding: 2px;">Other Direct Costs <li style="background-color: #e6f2ff; padding: 2px;">Modular Budget <li style="background-color: #e6f2ff; padding: 2px;">Cost Sharing Distribution <li style="background-color: #e6f2ff; padding: 2px;">Under Recovery Distribution 	<div style="background-color: #e6f2ff; padding: 5px; border: 1px solid #0056b3;"> <p style="margin: 0;">Budget Personnel</p> <table border="1" style="width: 100%; border-collapse: collapse; background-color: #e6f2ff;"> <thead> <tr> <th style="text-align: left; padding: 5px;">Name</th> <th style="text-align: left; padding: 5px;">Job Code</th> <th style="text-align: left; padding: 5px;">Appointment Type</th> </tr> </thead> <tbody> <tr> <td colspan="3" style="padding: 5px;"> Add Employee Add Non Employee Add TBA </td> </tr> <tr> <td colspan="3" style="text-align: center; padding: 5px;"> <input type="button" value="Save"/> </td> </tr> </tbody> </table> </div>	Name	Job Code	Appointment Type	Add Employee Add Non Employee Add TBA			<input type="button" value="Save"/>		
Name	Job Code	Appointment Type								
Add Employee Add Non Employee Add TBA										
<input type="button" value="Save"/>										

Please note that a DETAILED budget is required for this submission, not Modular.

For complete budgeting instructions please refer to the *Coeus Lite 4.3 Proposal Development User Guide, page 32.*

NEW FOR RC2

SF424 (R&R) Detailed Budget

Funding Levels: Budgets greater than \$500,000 **total costs per year** (including direct, F&A, and Subaward) over a two-year project period.

Budget Justifications

Attachment Type: BudgetJustification in the Coeus Narrative Uploads section

For Detailed Budget submissions:

Use the budget justification to provide the additional information requested **in each budget category** utilized (including Fringe Benefits, F&A, and Lab Allocations) and any other information you wish to submit to support your budget request. Note this is a single justification for all budget years so include all justification information for all years in the same file.

Budget Justifications also lists the names, role (e.g., Post-Doc or Graduate Student), and associated effort in months (NOT %). Include names and role of Other Significant Contributors in this section as well. Include a justification for any significant increases or decreases from the initial year budget. Also, justify budgets with more than a standard escalation from the initial to the future year(s) of support. If the application includes a subaward/consortium budget, a separate budget justification must be submitted for that budget as an attachment to the RR Subaward Budget. See http://web.mit.edu/coeus/www/documents%20&%20forms/Premium_Proposal_Development_Guide.pdf page 65 for uploading subaward budget form instructions. If assistance is needed in uploading your subaward budget attachment, please contact your OSP Administrator. Foreign subs cannot exceed 10% or \$25,000 aggregate, whichever is less.

Upload Attachments Screen

Upload Attachments

Upload Proposal Attachments | Upload Personnel Attachments | Upload Institutional Attachments

Add Documents

Attachment Type: -----Please Select-----

Description:

File Name: Browse...

Save

All uploads follow the same guidelines as all other NIH submissions with the exceptions noted below.

For NIH formatting requirements on uploads see Page I-20 at :

http://grants.nih.gov/grants/funding/424/SF424_RR_Guide_General_Adobe_VerA.pdf

For complete upload instructions please refer to the *Coeus Lite 4.3 Proposal Development User Guide*, page 69.



NEW FOR RC2

Project Summary/Abstract

Attachment Type: ProjectSummary

Follow the instructions in the SF424 (R&R) Application Guide

Project Narrative (Public Health Relevance Statement)

Attachment Type: Narrative

Using no more than two or three sentences, describe the relevance of this research to public health. In this section, be succinct and use plain language that can be understood by a general, lay audience.

Bibliography

Attachment Type: Bibliography

Limited to one (1) page.

Intro to Application

DO NOT USE for RC2 Submissions. Not Allowed.

Specific Aims

Attachment Type: PHS_ResearchPlan_SpecificAims

Limited to one (1) page. List the broad, long-term objectives and the goal of the specific research proposed, for example, to test a stated hypothesis, create a novel design, solve a specific problem, challenge an existing paradigm or clinical practice, address a critical barrier to progress in the field, or develop new technology.

Background and Significance

DO NOT USE for RC2 Submissions. Not Allowed.

Preliminary Studies/Progress Report

DO NOT USE for RC2 Submissions. Not Allowed.

Preliminary data are not required but may be included, if needed, in the Research plan narrative.

Appendix

Attachment Type: PHS_ResearchPlan_Appendix


Applicants **must** follow the specific instructions on Appendix materials as described in the SF424 (R&R) Application Guide (See <http://grants.nih.gov/grants/funding/424/index.htm>). Also see <http://grants.nih.gov/grants/guide/notice-files/NOT-OD-07-018.html>. Do not use the Appendix to circumvent the page limitations of the Research Plan component. An application that does not comply with the required page limitations may be delayed in the review process.

Upload Attachments Screen (continued)

Upload Attachments

Upload Proposal Attachments | Upload Personnel Attachments | Upload Institutional Attachments

Add Documents

Attachment Type: 

Description:

File Name:

NEW FOR RC2

Research Design and Methods

Attachment Type: PHS_ResearchPlan_ResearchDesignMethods

Research and Design Methods upload is **limited to 12 pages** (Specific Aims not included in page count limit):

Upload this 12- page Research Plan encompassing all of these elements as a single PDF document. Figures and illustrations may be included but must fit within the 12-page limit. Do not include links to Web sites for further information. Do not include animations.

Organize the Research Plan in the specified order using the instructions provided below. Start each section with the appropriate section heading (i.e. Research Area, The Challenge and Potential Impact, The Approach, Timeline, Milestones, Expected Measurable Outcomes and Deliverables, and Long Term Sustainability Plan, if appropriate).

Research Area: State the broad goals of the project and describe how the project may result in research and development innovations that could effectively be linked to long-term improvements and growth in the research enterprise, public health and health care delivery.

Opportunity and Potential Impact: What is the research opportunity, scientific knowledge gap or technology that will be addressed? How broad is the potential impact in science and/or health? Which community (ies) will be affected? What is (are) the size(s) of the community(ies)? Will the potential impact be major?

The Approach: How will you attempt to explore or solve the stated research problem? How will your rationale and/or approach overcome existing challenges or barriers in the field? If you propose to improve existing technologies or to develop new technologies, what needs are being addressed and what is unconventional and exceptionally innovative about your approach? Provide enough information for reviewers to determine what you are proposing to do, but do not include a detailed experimental plan.

Timeline, Milestones, Expected Measurable Outcomes and Deliverables: Provide a timeline for the proposed research indicating points where intermediate objectives will be assessed, the measurable outcomes that will be evaluated to assess progress, and the timing and process that will be used to reach decisions regarding the course and direction of the continuing research effort. Possible alternative paths that may be followed at critical junctures in the project plan should be described and indicated on the timeline.

Long Term Sustainability Plan: Applications requesting new infrastructure support must include a plan that describes how the infrastructure and services will be maintained and supported beyond the initial NIH funded period. The plan should include potential sources of support other than NIH and preliminary budget estimates. The level of institutional support and commitment and organizational structure should also be included.

Preliminary data are not required but may be included, if necessary to demonstrate the feasibility of the proposed studies. The presentation must be clear and particularly compelling. No detailed scientific plan should be provided, but timelines must be presented.

Upload Attachments Screen (continued)

Upload Attachments

Upload Proposal Attachments | Upload Personnel Attachments | Upload Institutional Attachments

Add Documents

Attachment Type:

Description:

File Name:

NEW FOR RC2

Inclusion Enrollment Report (for renewals and revisions only)

DO NOT USE for RC2 Submissions. Not Allowed.

Progress Report Publication List (for renewals only)

DO NOT USE for RC2 Submissions. Not Allowed.

Protection of Human Subjects (may be required for this submission)

Attachment Type: PHS_ResearchPlan_ProtectionOfHumanSubjects

Required if Human Subjects Special Review added in proposal details.

This section covers only the initial information regarding the Protection of Human Subjects.

Follow the instructions in the full NIH SF424 guide (<http://grants1.nih.gov/grants/funding/424/index.htm>):

Part II, [Supplemental Instructions for Preparing the Human Subjects Section of the Research Plan](#).

See separate sections below for other human subjects related sections that may apply.

Inclusion of Women and Minorities (may be required for this submission)

Attachment Type: PHS_ResearchPlan_InclusionOfWomenAndMinorities

Required if Human Subjects Special Review added in proposal details.

Vertebrate Animals (may be required for this submission)

Attachment Type: PHS_ResearchPlan_VertebrateAnimals

Required if Animal Special Review added in proposal details.

Targeted/Planned Enrollment (may be required for this submission)

Attachment Type: PHS_ResearchPlan_TargetedPlannedEnrollmentTable

Required if Human Subjects Special Review added in proposal details.

If this application involves the Inclusion of Women and Minorities, complete the [Targeted/Planned Enrollment Table](#)

Inclusion of Children (may be required for this submission)

Attachment Type: PHS_ResearchPlan_InclusionOfChildren

Required if Human Subjects Special Review added in proposal details.

To determine if Inclusion of Children applies to this application, follow the instructions in the full guide for Supplemental Instructions for Preparing the Human Subjects Section of the Research Plan.

Upload Attachments Screen (continued)

Upload Attachments

Upload Proposal Attachments | Upload Personnel Attachments | Upload Institutional Attachments

Add Documents

Attachment Type:

Description:

File Name:

NEW FOR RC2

Resource Sharing Plan

Attachment Type: PHS_ResearchPlan_Resource_Sharing_Plan

NIH considers the sharing of unique research resources developed through NIH-sponsored research an important means to enhance the value and further the advancement of the research. When resources have been developed with NIH funds and the associated research findings published or provided to NIH, it is important that they be made readily available for research purposes to qualified individuals within the scientific community. If the final data/resources are not amenable to sharing, this must be explained in the Resource Sharing section of the application .

Data Sharing Plan: Regardless of the amount requested, applicants under this FOA are expected to include a brief 1-paragraph description of how final research data will be shared, or explain why data-sharing is not possible. Applicants are encouraged to discuss data-sharing plans with their NIH program contact (see [Data-Sharing Policy](#) or <http://grants.nih.gov/grants/guide/notice-files/NOT-OD-03-032.html>.)

Sharing Model Organisms: Regardless of the amount requested, all applications where the development of model organisms is anticipated are expected to include a description of a specific plan for sharing and distributing unique model organisms and related resources or state appropriate reasons why such sharing is restricted or not possible (see [Sharing Model Organisms Policy](#), and [NOT-OD-04-042](#).)

Genome-Wide Association Studies (GWAS): Regardless of the amount requested, applicants seeking funding for a genome-wide association study are expected to provide a plan for submission of GWAS data to the NIH-designated GWAS data repository, or provide an appropriate explanation why submission to the repository is not possible. A genome-wide association study is defined as any study of genetic variation across the entire genome that is designed to identify genetic associations with observable traits (e.g., blood pressure or weight) or the presence or absence of a disease or condition. For further information see Policy for Sharing of Data Obtained in NIH Supported or Conducted Genome-Wide Association Studies (go to [NOT-OD-07-088](#), and <http://grants.nih.gov/grants/gwas/>)

Data Sharing Plan, Sharing Model Organisms and Genome-Wide Studies (GWAS) sections, if included, should be combined into one Resource Sharing Plan document.

Upload Attachments Screen

The screenshot shows the 'Upload Attachments' interface. At the top, there are three tabs: 'Upload Proposal Attachments', 'Upload Personnel Attachments' (which is highlighted with a red box), and 'Upload Institutional Attachments'. Below the tabs is a section titled 'Add Documents'. This section contains the following fields and controls:

- Attachment Type:** A dropdown menu with 'Please Select' as the current selection.
- Person:** A dropdown menu with 'Please Select' as the current selection.
- Description:** A text input field.
- File Name:** A text input field with a 'Browse...' button to its right.
- Save:** A button at the bottom left of the form.

At the bottom of the screen, there is a link labeled 'List of Personnel Attachments'.

Please make sure you click on the **Upload Personnel Attachment Tab** .

NEW FOR RC2

Biographical Sketch

Attachment Type: Biosketch

*Special Instructions for Other Project Information for RC2 submissions: Each Biographical sketch **limited to two (2) pages**. The number of publications cited in each biosketch is limited to **ten (10) or fewer items**. PD/PIs should cite their most relevant publications and those that highlight the significance of past accomplishments.*

Current and Pending Support

Attachment Type: Current and Pending

Not Applicable for NIH RC2.

Multi Leadership Plan

Attachment Type: PHS_ResearchPlan_MultiplePILeadershipPlan

For applications designating multiple PDs/PIs, a leadership plan must be included

Subaward Contractual Arrangements

Attachment Type: PHS_ResearchPlan_ConsortiumContractualArrangements

For applications that including a Subaward, the contractual arrangements must be included

Explain the programmatic, fiscal, and administrative arrangements to be made between the applicant organization and the consortium organization(s). If consortium/contractual activities represent a significant portion of the overall project, explain why the applicant organization, rather than the ultimate performer of the activities, should be the grantee.

Finalize Budget

Budget

Budget Summary

Budget Summary : Version 1

Budget Status:	Incomplete	Final:	<input type="checkbox"/>	Modular Budget:	<input type="checkbox"/>
On/Off Campus:	Incomplete	Total Cost Limit:			\$0.00
Residual Funds:	None	Total Direct Cost Limit:			\$0.00
OverHead Rate Type:	MTDC	Underrecovery Rate Type:	MTDC		

Comments:

Save

Before submitting a proposal for approval routing, the budget *must be marked as **Final and Complete***.

For detailed instructions about this screen please refer to the *Coeus Lite 4.3 Proposal Development User Guide, page 68*.

Validate Proposal

Validate			
Investigator:	Donahue, Noelle E	Proposal # :	00004341 (In Progress)
Agency/Sponsor:	000340 : NIH	Proposal Period:	09/30/2009 - 09/29/2011
Title:	RC2 Guide		
Please review the following items before continuing the routing process for Proposal 00004341			
This proposal 00004341 validated with the following warnings.			
Department:Massachusetts Institute of Technology			
Please check your narratives before submitting to make sure you can read them			
OK			

On the **Proposal navigation pane**, select **Validate** to check your proposal against any internal rules, which will help you verify that your proposal is complete and ready to be submitted for approval. Review any messages that appear and verify that appropriate files have been uploaded, questions answered, investigators certified, etc.

If your application is to be submitted electronically via Grants.gov and you've selected and saved a valid opportunity, the S2S validation check will also be performed. Make any corrections, additions, or changes as required and then perform the validation again. Once you pass the validations, you are ready to submit your application for approval routing.

For detailed instructions about this screen please refer to the *Coeus Lite 4.3 Proposal Development User Guide*, page 73.