Health Colleges Research Services
News and Announcements
MONDAY APRIL 29, 2024

HCRS PROPOSAL TIMELINE POLICY

If you have not submitted your proposal intake form for Cycle 2 with NIH, please do so ASAP! As a reminder, HCRS requests notice of intent to submit a proposal at least 8 weeks before the sponsor deadline. Per the MSU deadline policy, subaward documents are due 14-business days before the deadline, and the final budget and justification are due to OSP10-business days prior. For our team to provide robust support, including compliance reviews, PDF conversions, and proposal routing, we request all final documents 5-business days prior and, will aim to submit the final proposal to OSP 3-business days before the deadline. For questions regarding our timeline policy, please visit our website.

EXPENSES ON GRANT ACCOUNTS
BY JULIE ROBINSON

Your teamwork is valued to ensure all transactions align with Federal, State, and University policies. The HCRS post-award team members are responsible for certifying if restricted funding is used appropriately and documented clearly to reach the intended research objective.

- Allowable: does it meet the award terms & MSU policy?
- Reasonable: would it be acceptable to the average taxpayer?
- Allocable: does it directly support the funding project?
- Consistently treated: should it be covered by indirect funding (i.e., general office supplies)?
- Needed, Received, and Used: is the project end date approaching? If yes, pay extra attention that items are incurred and fully paid within the project timeline.

Our central Contracts and Grant Administration office has a Federal/State Cost Policy webpage accessible for review to provide further details. We understand these spending regulations may be overwhelming, but the HCRS team is happy to assist! Please direct your questions to HCRS Awards at HCRS.awards@msu.edu.

CHANGES TO GRANT APPLICATIONS AND PEER REVIEW PROCESS FOR NIH APPLICATIONS

NIH released NOT-OD-24-084, detailing changes to the peer review process for grants due on or after January 25, 2025. The changes aim to simplify, clarify, and increase equality within the grant applications. To summarize, changes will be in the following areas:

Simplified Review

- Reorganizing regulatory criteria into three factors
    - Two factors will receive numerical scores and the other will be rated based off sufficiency. All three factors combined will arrive to the Overall Impact Score.
- The changes aim to improve reviewer focus in the following areas: if the research should and can be done, reduce bias and refocus evaluation, and shift compliance to NIH staff and off the reviewers.

Fellowships
- NIH aims to focus reviewer attention towards the training plan, institutional commitment, and the candidate's potential.
    - Ensuring a broad range of candidate's and their work is recognized by modifying the language in the application and review criteria
    - Increase emphasis on commitment to the candidate by reducing bias during review from the applicant institution or sponsor's character.

Reference Letters
- Reference letter instructions are updated to provide improved structure and guidance. The changes will provide more information on the candidate. Detailed instructions on this topic can be found in the [NIH Application Guide](#).

NRSA Training Grant Applications
- Data table changes to reduce burden
- Inclusion of the Training in the Responsible Conduct of Research and Recruitment Plan to the impact score
- Clearly defining training expectations for the mentor

Forms I, [NOT-OD-24-086](#)
- FORMS-I takes effect for applications due on or after January 25, 2025. Changes will be with forms PHS 398 Research Training Program Plan, PHS Fellowship Supplemental Form, PHS Assignment Request Form, and PHS 398 Cover Page Supplement Form
- Application guides are scheduled for release this fall. A detailed summary can be found [here](#).

Biographical Sketch & Other Support
- To take effect in 2025 for all NIH applications and Research Performance Progress Reports (RPPRs)
- The Common Forms show a collaborative relationship with all federal research agencies to adhere to disclosure requirements.
- The forms intend to clarify disclosure requirements, processes, and the expected degree of cross-agency uniformity.

With the numerous changes ahead, NIH has many [resources and webinars](#) for reference. HCRS will continue to update all faculty and staff as NIH releases additional guidance.

NATIONAL RESEARCH SERVICE AWARD FY 2024 STIPEND UPDATE

NIH released NOT-OD-24-104, which details the FY 2024 stipend increase for NIH Kirschstein National Research Service Awards (NRSAs) for undergraduate, predoctoral, and postdoctoral trainees and fellows. Stipends, training-related expenses, and institutional allowances have increased for predoctoral and postdoctoral students. Additionally, childcare costs have increased an additional $500 per year. If you have questions regarding budgeting for your fellowship or trainee application, please email hcrs.proposals@msu.edu.