NIH Electronic Submission Checklist
Parent R01 Renewal/Resubmission – Nov 5th Deadline

Key Dates:
- Final Budget – 10/19
- Final Proposal Documents to BO – 10/26
- Final Proposal to GCA – 10/29

Contacts:
- Financial & Proposal: Fani Meyerson
  (fan.meyerson@yale.edu)

IRES PD#:
- PA/RFA: PA-18-484

- Form Requirements
  - 8.5 x 11 Page size
  - ½’ Margins all around
  - 11 Point type – Arial 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

- Introduction to Resubmission (1 page)
- 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)
- Publications (if applicable)
- References (if applicable)
- 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)
- Resource Sharing Plan (Note: office has template if needed)
- Authentication of Key Biological and Chemical Resources (1 page)
- Letter of support
- Cover letter
- Vertebrate animals (if applicable)
- Multi PI Plan (if applicable)
- 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)