

Submission Requirements:

NIH Research Supplement to Promote Diversity in Health-Related Research

Program Announcement

<http://grants.nih.gov/grants/guide/pa-files/PA-08-190.html>

Application Component	Responsibility				
	Student	Principal Investigator	Department	Student Funding Resources	Other
A completed face page (with appropriate signature) from Grant Application form PHS 398. Include the title and grant number on line 1 and type of supplement being requested on line 2.		Signs		*	Signed by authorized School official
A brief 3-4 page description of the parent grant that includes a summary or abstract of the funded grant or project; a description of the research experience proposed for the minority individual; a description of how the research experience will expand and foster the training or independent research capability of the candidate and how the research experience will relate to the specific research goals and objectives of the parent grant.		X			
A signed statement from the minority candidate outlining his/her research objectives and career goals.	X				
A biographical sketch of the minority candidate that includes evidence of scientific achievement or interest. The source of current funding should be listed.	X				
Last four digits of SSN of candidate	X				
Eligibility Certification		Signs			Signed by Authorized Official
Proposed budget on corresponding 398 forms, for first and future years. Must also include a budget justification.			X	*	
A copy of the most recent official transcript.	X				
IRB or IACUC approval documentation, if applicable.		X			
If the minority candidate is a student at another institution, the application also must include an appropriately signed letter from a responsible official at the institution of matriculation indicating that participation at the stated level of effort is approved and will not detract from or interfere with his/her course of studies.					X
If any of the research is to be conducted at a site other than the grantee institution, an appropriately signed letter from the institution where the research is to be conducted must be submitted. The request must be signed by the minority candidate, the Principal Investigator, and the appropriate institutional business official.					X
If the request is for a supplement based on disability, the institution should indicate what, if any, reasonable accommodations the institution has supported or plans to provide along with a full description of how any additional support for accommodation might be used. The relationship of the proposed accommodation to the proposed project must be described.					Work w/ Disability Services

* Will prepare when departmental support is not available.