

McCormick Basic NIH R01 Application Checklist (parent, modular)

Items Needed for Internal Routing (due to RA ASAP before deadline):

- Title (**200 characters** maximum, including spaces)
- Years in Project Period
- Cost of any Capital Equipment
- Contact Information and Budget Limitations for Subawards (if applicable)
- Personnel Justification
- Draft of Project Summary or Specific Aims
- Commitments Questionnaire
- Proposal and Conflict of Interest approvals (via InfoEd PD and FASIS)

Administrative Items (due to RA 6 business days before deadline):

- PI Biographical Sketch (**5 pages**; http://grants.nih.gov/grants/funding/424/SF424R-R_biosketch_VerC.docx)
- Other Personnel Biographical Sketches (same guidelines as PI Bio Sketch)
- Facilities & Other Resources (no page limit)
- Equipment (no page limit)
- Project Summary/Abstract (**30 lines** maximum)
- Project Narrative (**2-3 sentences** maximum; in lay language)
- Cover Letter (optional; no page limit)
- Letters of Support (optional; no page limit)
- Subawardee LOI(s) and other materials (if applicable)
- Multiple PI Leadership Plan (if applicable; no page limit)
- Resource Sharing Plan (if applicable; no page limit)

Technical Items (due to RA 3 business days before deadline):

- Specific Aims (**1 page**)
- Research Strategy (**12 pages**)
- Bibliography & References Cited (no page limit)

If Applicable, include with Technical Items:

- Protection of Human Subjects (no page limit)
- Planned Enrollment Report (<http://grants.nih.gov/grants/funding/phs398/PlannedEnrollmentReport.pdf>)
- Inclusion of Women/Minorities (no page limit)
- Inclusion of Children (no page limit)
- Vertebrate Animals (no page limit)
- Select Agent Research (no page limit)
- Introduction to Revised Application (**1 page**) – RESUBMISSION ONLY
- Progress Report Publication List (no page limit) – RENEWAL ONLY
- Inclusion Enrollment Report (<http://grants.nih.gov/grants/funding/phs398/CumulativeInclusionEnrollmentReport.pdf>) –
RENEWAL WITH HUMAN SUBJECTS ONLY

Formatting Checklist

- Font and margins conform to NIH requirements
- No headers or footers on any pages
- Bibliography lists all authors for each citation (not “et al”)
- Publications on bio sketches and bibliography include PMCIDs where applicable

For full guidelines, see:

http://grants.nih.gov/grants/funding/424/SF424_RR_Guide_General_Adobe_VerC.pdf