

# Program Announcement

Department of Defense Congressionally Directed Medical Research Programs

Neurofibromatosis Research Program

Postdoctoral Traineeship Award

Funding Opportunity Number: W81XWH-10-NFRP-PTA

## TABLE OF CONTENTS

<b>I.</b>	<b>Funding Opportunity Description.....</b>	<b>2</b>
A.	Program Description.....	2
B.	Award Description .....	2
C.	Eligibility.....	3
D.	Funding.....	3
E.	Award Administration.....	4
<b>II.</b>	<b>Timeline for Submission and Review.....</b>	<b>5</b>
<b>III.</b>	<b>Submission Process .....</b>	<b>5</b>
A.	Step 1 – Pre-Application Components .....	5
B.	Step 2 – Application Components.....	6
<b>IV.</b>	<b>Information for Application Review .....</b>	<b>11</b>
A.	Application Review and Selection Overview .....	11
B.	Review Criteria.....	11
<b>V.</b>	<b>Administrative Actions.....</b>	<b>13</b>
<b>VI.</b>	<b>Contact Information .....</b>	<b>15</b>
<b>VII.</b>	<b>Application Submission Checklist.....</b>	<b>16</b>

## I. FUNDING OPPORTUNITY DESCRIPTION

### A. Program Description

The Neurofibromatosis Research Program (NFRP) was established in 1996 to promote the understanding, diagnosis, and treatment of neurofibromatosis (NF). Appropriations for the NFRP from fiscal year 1996 (FY96) through FY09 totaled \$200.3 million (M). The FY10 appropriation is \$13.75M.

**FY10 NFRP Vision:** The vision of the FY10 NFRP is to find and fund the best research to eradicate the clinical impact of NF. Toward this goal, the NFRP seeks to:

- Support innovative, high-impact research that will foster new directions for and address neglected issues in NF research,
- Sponsor multidisciplinary and multi-institutional collaborations that will bring new perspectives to the field,
- Foster the next generation of NF investigators,
- Promote translational and clinical studies to move promising ideas from bench to bedside,
- Develop a balanced portfolio of meritorious research related to all aspects of NF1, NF2, and Schwannomatosis.

**NFRP Research Resources Initiative:** Resources developed through NFRP funding that are available to the scientific community can be found at <http://cdmrp.army.mil/nfrp/nfrpresources>. Investigators are urged to leverage and contribute to these resources and include a sharing and distribution plan in the proposal. For more guidance on data sharing, refer to the General Application Instructions, Appendix 4.

### B. Award Description

The NFRP Postdoctoral Traineeship Award mechanism was first offered in FY09. Since then, 8 Postdoctoral Traineeship Award applications have been received, and 4 have been recommended for funding. The intent of the training award is to enable recent medical or other doctoral degree graduates to obtain the necessary experience to pursue an independent career in NF research.

***Candidates for this award should exhibit a strong desire to pursue a career in NF research.***

Under this award mechanism, the postdoctoral trainee is considered the Principal Investigator (PI) and, as such, should write the project narrative with appropriate direction from the mentor. The focus of these awards is on the PI, the mentor, and the training program and environment. These awards primarily provide salary support for the PI and require the active involvement of a designated mentor who is an established NF researcher, as evidenced by a demonstrated record of funding and publications. While the PI is not required to have previous experience in NF research, applications for this award must focus on NF research.

**Areas of Encouragement:** The FY10 NFRP encourages applications that specifically address the critical needs of the NF community in the following areas:

- Complications of NF with high mortality such as neoplasms and cerebrovascular abnormalities;
- Complications of NF with high morbidity such as skeletal maladies, learning deficits, hormone-associated effects, and pain;
- Refinement and standardization of imaging techniques, molecular and cellular markers, and quality of life metrics for use in future clinical trials; and
- Translational research such as the development or preclinical testing of therapeutic agents for the treatment of NF.

### **C. Eligibility**

#### **Postdoctoral Ph.D. PIs**

- By September 1, 2010
  - Must have successfully defended a doctoral thesis;
  - Must be in the research setting in which the proposed research will be conducted for no more than 3 years; and
  - Must have 5 or less years of postdoctoral research experience.

#### **Postdoctoral M.D. and D.O. PIs**

- By August 1, 2010:
  - Must have an M.D or D.O. degree;
  - Must be enrolled in an accredited intern training program; *or*
  - Must be enrolled in an accredited residency or fellowship training program with at least 2 years of training remaining; *or*
  - If not enrolled in an accredited intern, residency, or fellowship training program, must be within 3 years of the last formal training.
- Must be able to devote at least 40% level of effort for the performance period of the traineeship.

Refer to General Application Instructions, Appendix 1, for general eligibility information.

### **D. Funding**

- The maximum period of performance is **2** years.
- The maximum allowable funding for the entire period of performance is **\$100,000** in direct costs.
- The applicant may request the entire maximum direct cost amount for a project that may be less than the maximum 2-year period of performance.

- Regardless of the period of performance proposed, the applicant may not exceed the maximum direct costs in each category of PIs listed above. In addition to direct costs, indirect costs may be proposed in accordance with the organization's negotiated rate agreement, up to a maximum rate of 8%.

Within the guidelines provided in the General Application Instructions, funds can cover:

- Salary/Stipend for the PI
- Health Insurance
- Training
- Tuition
- Seminars, Courses, and Workshops
- Travel between collaborating organizations
- Travel costs of up to \$1,800 per year to attend scientific/technical meetings
- Other direct costs as described in the General Application Instructions for the Detailed Budget and Justification

***Funds may not be used for supplies, equipment, or research costs.*** The mentor must have current funding to support the research of the postdoctoral candidate.

Any funding (direct costs) in excess of the allowable stipend must be used as direct support for the PI.

***The Office of the Congressionally Directed Medical Research Programs (CDMRP) expects to allot approximately \$0.6M of the \$13.75M FY10 NFRP appropriation to fund approximately four Postdoctoral Traineeship Award applications, depending on the quality and number of applications received. Funding of applications received in response to this Program Announcement/Funding Opportunity is contingent upon the availability of Federal funds for this program.***

#### **E. Award Administration**

A change in PI will not be allowed once the application has been submitted. A change in mentor will not be allowed for this award except under extenuating circumstances that will be evaluated on a case-by-case basis and at the discretion of the Grants Officer, provided that the intent of the award mechanism is met. Changes in organization will be allowed only at the discretion of the US Army Medical Research and Materiel Command (USAMRMC) Contracting Office.

Awards will be made approximately 4 to 6 months after receiving a funding notification letter, but no later than September 30, 2011. Refer to the General Application Instructions, Appendix 4, for general award administration information.

## II. TIMELINE FOR SUBMISSION AND REVIEW

- **Pre-application Submission Deadline: 5:00 p.m. Eastern time (ET), April 29, 2010**
- **Confidential Letters of Recommendation: 5:00 p.m. ET, May 20, 2010**
- **Application Submission Deadline: 11:59 p.m. ET, May 20, 2010**
- **Scientific Peer Review: June 2010**
- **Programmatic Review: August 2010**

*Application submissions will not be accepted unless the pre-application process is completed by the pre-application deadline.*

## III. SUBMISSION PROCESS

Submission is a two-step process requiring both (1) pre-application submission through the CDMRP eReceipt system (<https://cdmrp.org/>) and (2) application submission through Grants.gov (<http://www.grants.gov/>).

Submission of the same research project to different funding opportunities within the same program and fiscal year is discouraged. The Government reserves the right to reject duplicative applications.

PIs and organizations identified in the application should be the same as those identified in the pre-application.

Changes in PI will not be allowed after the pre-application deadline. If a change in organization is necessary after submission of the pre-application, the PI must contact the eReceipt help desk at [help@cdmrp.org](mailto:help@cdmrp.org) or 301-682-5507.

### A. Step 1 – Pre-Application Components

All pre-application components must be submitted through the CDMRP eReceipt system by **5:00 p.m. ET on the deadline.**

The pre-application consists of the following components, which are organized in the CDMRP eReceipt system by separate tabs (Refer to the General Application Instructions for additional information on pre-application submission.):

- **Proposal Information – Tab 1**
- **Proposal Contacts – Tab 2**
- **Collaborators and Conflicts of Interest – Tab 3**
- **Required Files – Tab 4**

**Letter of Intent (LOI) Narrative (one-page limit):** Provide a brief description of the research to be conducted. LOI Narratives are used for program planning purposes only

(e.g., reviewer recruitment) and *will not be reviewed* during either the peer or programmatic review sessions.

**List of Individuals Providing Confidential Letters of Recommendation:** Enter into the appropriate data fields the names, position titles, email addresses, and phone numbers for three individuals, including the PI's mentor(s), who will provide letters of recommendation. Each individual will receive an email generated from the CDMRP eReceipt system containing specific instructions on how to upload his/her letter.

- **Submit Pre-application – Tab 5**

- **Other Documents Tab**

Not applicable.

## **B. Step 2 – Application Components**

Applications are submitted by the Authorized Organizational Representative (AOR) through Grants.gov (<http://www.grants.gov/>). Applications must be submitted by **11:59 p.m. ET on the deadline**.

Each application submission must include the completed application package of forms and attachments identified in Grants.gov for this Program Announcement/Funding Opportunity.

The Grants.gov application package consists of the following components (Refer to the General Application Instructions, Section II.B., for additional information on application submission):

- 1. SF 424 (R&R) Application for Federal Assistance Form:** Refer to the General Application Instructions, Section II.B., for detailed information.

- 2. Attachments Form**

- **Attachment 1: Project Narrative (six-page limit):** Upload as “ProjectNarrative.pdf.”

While showing evidence of appropriate direction from the mentor, Postdoctoral Traineeship Award applications must be written by the trainee as PI and author. Describe the proposed project in detail using the outline below. ***Preliminary data are not required but may be included.***

- **PI's Career Goals:** Describe the PI's career goals and how the proposed training will promote the PI's career development in neurofibromatosis research or patient care. Discuss the PI's career/research plans after the completion of this award.
- **Training Program:** Describe the training plan, including a timeline, coursework, laboratory techniques, conferences, seminars, journal clubs, teaching responsibilities, and/or clinical responsibilities. Explain how the training plan will advance the PI's development as a neurofibromatosis researcher. Describe the mentor's background and experience and how the mentor will assist the PI in developing his/her career. Describe how the training

plan is supported by the environment, including a description of ongoing research at the institution. Include information on training or collaborations with other investigators.

- **Research Project:** Describe the proposed project using the outline below:
  - **Background:** Present the ideas and reasoning behind the proposed work. Cite relevant literature. Describe previous experience most pertinent to this proposal.
  - **Hypothesis or Objective:** State the hypothesis to be tested or the objective to be reached.
  - **Specific Aims:** Concisely explain the project's specific aims.
  - **Research Strategy:** Describe the experimental design, methods, and analyses, including appropriate controls, in sufficient detail for analysis. Address potential problem areas and present alternative methods and approaches.
- **Attachment 2: Supporting Documentation:** Start each document on a new page. Combine and upload as a single file named "Support.pdf." If documents are scanned to pdf, the lowest resolution (100 to 150 dpi) should be used. *Each component has no page limit unless otherwise noted.*
  - **References Cited:** List all relevant references using a standard reference format that includes the full citation (i.e., author(s), year published, title of reference, source of reference, volume, chapter, page numbers, and publisher, as appropriate). The inclusion of Internet URLs to references is encouraged.
  - **List of Acronyms and Symbols:** Provide a list of acronyms and symbols (e.g., PCR = polymerase chain reaction).
  - **Facilities, Existing Equipment, and Other Resources:** Describe the facilities and equipment available for performance of the proposed project and any additional facilities or equipment proposed for acquisition at no cost to the USAMRMC. Indicate if Government-owned facilities or equipment are proposed for use. Reference should be made to the original or present contract under which the facilities or equipment items are now accountable. There is no form for this information.
  - **Publications and/or Patent Abstracts (five-document limit):** Include relevant publication URLs and/or patent abstracts. If publications are not publicly available, then they must be included. Extra items will not be reviewed.
  - **Letters of Organizational Support:** Provide a letter (or letters if applicable), signed by the Department Chair or appropriate organization official, reflecting the laboratory space, equipment, and other resources available for the project.
  - **Letters of Collaboration (if applicable) (two-page limit per letter):** Provide a signed letter from each collaborating individual or organization that will demonstrate that the PI has the resources necessary for the proposed work.

- Intellectual and Material Property Plan (if applicable): Provide a plan for resolving intellectual and material property issues among participating organizations.
- Include plans for sharing data and research resources.
- Transcripts
- Confidential Letters of Recommendation
- **Attachment 3: Technical Abstract (one-page limit):** Upload as “TechAbs.pdf.”  
 Technical abstracts should be written using the outline below
  - Background: Present the ideas and reasoning behind the proposed work.
  - Objective/Hypothesis: State the objective/hypothesis to be tested. Provide evidence or rationale that supports the objective/hypothesis.
  - Specific Aims: State the specific aims of the study.
  - Study Design: Briefly describe the study design including appropriate controls.
  - Impact: Briefly describe how the proposed project will have an impact on neurofibromatosis research or patient care.
- **Attachment 4: Public Abstract (one-page limit):** Upload as “PublicAbs.pdf.”  
 Public abstracts should be written using the outline below.
  - Clearly describe, in a manner readily understood by lay persons, the rationale and objective for the proposed work.
    - Do not duplicate the technical abstract.
  - Describe the ultimate applicability of the research.
    - What types of patients will it help, and how will it help them?
    - What are the potential clinical applications, benefits, and risks?
    - What is the projected time it may take to achieve a patient-related outcome?
  - If the research is too basic for clinical applicability, describe the interim outcomes.
  - What are the likely contributions of this study to advancing the field of research?
- **Attachment 5: Statement of Work (SOW) (three-page limit):** Upload as “SOW.pdf.” Refer to the General Application Instructions, Section II.B., for detailed information.
- **Attachment 6: Detailed Budget and Justification (no page limit):** Upload as “Budget.pdf.” Use the Detailed Budget and Justification form (available for download on the Full Announcement page in Grants.gov). Refer to the General Application Instructions, Section II.B., for detailed information.



- **Attachment 7: Subaward Detailed Budget and Justification (if applicable) (no page limit):** Use a separate Detailed Budget and Justification form for each subaward budget. Combine into a single file and upload as “SubBudgets.pdf.” Refer to the General Application Instructions, Section II.B., for detailed information.
- **Attachment 8: Impact Statement (one-page limit):** Upload as “Impact.pdf.” State how the training program and the proposed work will have an impact on fostering the PI’s expertise and future independent career in neurofibromatosis research.
- **Attachment 9: Statement of Eligibility (required):** Upload as “Eligibility.pdf.” Use the Eligibility Statement template (available for download on the Full Announcement page in Grants.gov) signed by the Department Chair, Dean, or equivalent official verifying that the eligibility requirements will be met at the application submission deadline.

**3. Research & Related Senior/Key Person Profile (Expanded) Form:** Refer to the General Application Instructions, Section II.B., for detailed information.

- PI Biographical Sketch (four-page limit): Upload as “Biosketch\_LastName.pdf.”
- PI Current/Pending Support (no page limit): Upload as “Support\_LastName.pdf.”
- Key Personnel Biographical Sketches (four-page limit each): Upload as “Biosketch\_LastName.pdf.”
  - *A biosketch of the PI’s mentor is required.*
- Key Personnel Current/Pending Support (no page limit): Upload as “Support\_LastName.pdf.”
  - *Current/Pending Support for the PI’s mentor is required.*

**4. Project/Performance Site Location(s) Form:** Refer to the General Application Instructions, Section II.B., for detailed information.

**Additional Application Components:** In addition to the completed Grants.gov application package of forms and attachments, Postdoctoral Traineeship Award applications also require the following components:

Confidential Letters of Recommendation

Postdoctoral Traineeship Award applications require the submission of three confidential letters of recommendation by the individuals (including the primary mentor) designated during the pre-application process. The PI should monitor whether the letters have been received; however, the PI is not permitted or able to view these letters. If confidential letters of recommendation cannot be submitted by the individuals named in the pre-application, the PI should contact the CDMRP eReceipt help desk at [help@cdmrp.org](mailto:help@cdmrp.org) or 301-682-5507.

***Confidential letter of recommendation from the mentor.*** One of the three letters should come from the PI's primary mentor, describing his/her commitment to the PI's training, career development, and mentorship. The mentor's letter of recommendation should describe:

- The PI's potential to become a successful and productive neurofibromatosis researcher;
- The mentor's commitment to the training, career development, and mentorship of the PI, including details of the mentor's proposed interactions with the PI during the PI's training;
- The mentor's record of training other postdoctoral fellows and evidence of current funding;
- The relevance of the proposed research project to training the PI in neurofibromatosis;
- The PI's proposed research training program, including descriptions of the training environment, experience with laboratory techniques, conferences, and journal clubs, and how it will facilitate the PI's career development as a successful neurofibromatosis researcher;
- The resources available to adequately support the PI's project (specific details on existing support should be covered in the Current/Pending support section); and
- The degree to which the PI participated in idea development and proposal preparation, and the degree to which the PI will participate in the execution of the proposal if funded.

***Two additional confidential letters of recommendation.*** The remaining two letters should describe the PI's unique qualifications and accomplishments that highlight his/her potential for success in pursuing a career in neurofibromatosis research. Specifically, each letter should offer the writer's perspective on:

- The PI's qualifications, characteristics, and achievements;
- The PI's potential for productivity and desire for establishing a successful career in neurofibromatosis research;
- The relevance of the proposed research project to training the PI in neurofibromatosis; and
- The suitability of the mentor and training environment for providing the PI with a solid foundation in neurofibromatosis research.

## IV. INFORMATION FOR APPLICATION REVIEW

### A. Application Review and Selection Overview

All applications are evaluated by scientists, clinicians, and consumer advocates using a two-tier review process. The first tier is a scientific peer review of applications against established criteria for determining scientific merit. The second tier is a programmatic review that compares applications to each other and makes recommendations for funding to the Commanding General, USAMRMC, based on scientific merit, the overall goals of the program, and specific intent of the award mechanism. The highest scoring applications from the first tier of review are not automatically recommended for funding. Additional information about the two-tier review process used by the CDMRP may be found at <http://cdmrp.army.mil/fundingprocess>

All CDMRP review processes are conducted confidentially to maintain the integrity of the merit-based selection process. Each level of review requires panelists to sign a nondisclosure statement attesting that application and evaluation information will not be disclosed outside the panel. Violations of the non-disclosure statement can result in the dissolving of a panel(s) and other corrective actions. Organizational personnel and PIs are prohibited from contacting persons involved in the review process to gain protected evaluation information or to influence the evaluation process. Violations of these prohibitions will result in the administrative withdrawal of the organization's application. Violations by panelists or PIs that compromise the confidentiality of the review process may also result in suspension or debarment of their employing organizations from Federal awards. Furthermore, it is a crime for Federal officials to disclose confidential information of one party to another third party (Title 18 United States Code 1905).

### B. Review Criteria

**1. Peer Review:** All applications will be evaluated according to the following criteria, which are in decreasing order of importance:

- **Principal Investigator**
  - To what extent the PI's achievements (as reflected by academic performance, awards, honors, and previous funding) indicate a potential for a successful career in neurofibromatosis research.
  - To what extent the PI's stated career goals demonstrate a strong personal commitment to pursuing a career as a neurofibromatosis researcher or clinician.
  - To what extent the letters of recommendation support the PI's high potential for success and dedication to a career in neurofibromatosis research.
  - Whether the PI meets the appropriate eligibility requirements as verified by the Statement of Eligibility.
- **Mentor**
  - To what extent the mentor's background, qualifications, research program, committed resources, and available time support his/her ability to supervise the PI's training and research project.

- To what extent the mentor's training achievements, as reflected by his/her previous trainees' career achievements and areas of interest, indicate the potential for successful training of the PI in neurofibromatosis research.
- Whether the mentor's letter of recommendation indicates a high level of commitment to training the PI.
- Whether the quality of the proposal suggests that the mentor provided appropriate guidance in its preparation.
- **Training Program and Environment**
  - To what extent the individualized training program will augment the PI's expertise.
  - How well the training will prepare the PI for an independent career in neurofibromatosis research or patient care.
  - Whether the scientific environment is appropriate for the proposed training and research.
  - To what extent the training and research requirements are adequately supported by the availability of and accessibility to facilities and resources (including collaborative arrangements).
- **Impact**
  - How the training program and research project will have an impact on the PI's expertise in neurofibromatosis research or patient care.
- **Research Strategy and Feasibility**
  - To what extent the research project is appropriate for the training program and the level of training for the PI.
  - To what extent the research project addresses an issue related to neurofibromatosis.
  - Whether the research requirements are supported adequately by the scientific environment, necessary resources, and any collaborative arrangements proposed.
  - How well the hypothesis or objectives, aims, experimental design, methods, and analyses are developed.
  - How well the PI acknowledges potential problems and addresses alternative approaches.

The following will not be individually scored, but may impact the overall evaluation of the application:

- **Budget**
  - Whether the budget is appropriate for the proposed research and within the limitations of this Program Announcement/Funding Opportunity.

- **Application Presentation**
  - How the writing and components of the application influenced the review.

**2. Programmatic Review:** The following equally weighted criteria are used by programmatic reviewers to make funding recommendations.

- Ratings and evaluations of the peer reviewers
- Programmatic relevance
- Relative impact
- Program portfolio composition
- Adherence to the intent of the award mechanism

## **V. ADMINISTRATIVE ACTIONS**

After receipt of applications from Grants.gov, the following administrative actions may occur:

### **A. Rejection**

The following will result in administrative rejection of the application:

- Project Narrative exceeds page limit.
- Project Narrative is missing.
- Budget is missing.
- Page size is larger than 8.5 inches x 11.0 inches (approximately 21.59 cm x 27.94 cm).
- Pre-application is not submitted.

### **B. Modifications**

- Pages exceeding the specified limits will be removed prior to review for all documents other than the Project Narrative.
- Documents not requested will be removed.
- Following the application deadline, you may be contacted by CDMRP via email with a request to provide certain missing supporting documents (excluding those listed in Section V-A, Rejection). The missing documents must be provided by 5:00 p.m. ET on the second full business day following the date the email was sent. Otherwise, the application will be reviewed as submitted.

### **C. Withdrawal**

The following may result in administrative withdrawal of the application:

- FY10 NFRP Integration Panel (IP) member(s) is found to be involved in the pre-application or application processes including, but not limited to, concept design,

application development, budget preparation, and the development of any supporting document. A list of the FY10 NFRP IP members may be found at <http://cdmrp.army.mil/nfrp/panel10>

- Submission of the same research project to different funding opportunities within the same program and fiscal year.
- The application does not conform to this Program Announcement/Funding Opportunity description to an extent that precludes appropriate review.
- Direct costs as shown on the detailed budget form exceed maximum allowed by this Program Announcement/Funding Opportunity.
- Inclusion of URLs with the exception of links to published references.
- The PI does not meet the eligibility criteria as described in this Program Announcement/Funding Opportunity.

#### **D. Withhold**

Applications that appear to involve research misconduct will be administratively withheld from further consideration pending institutional investigation. The institution will be requested to provide the findings of the investigation to the US Army Medical Research Acquisition Activity (USAMRAA) Contracting/Grants Officer for a determination of the final disposition of the application.

## VI. CONTACT INFORMATION

**A. CDMRP Program Announcement Help Desk:** Questions related to Program Announcement/Funding Opportunity content or submission requirements should be directed to the CDMRP Program Announcement help desk, which is available Monday through Friday from 7:30 a.m. to 4:00 p.m. ET. Submit questions as early as possible. Response times will vary depending upon the volume of inquiries. Every effort will be made to answer questions within 5 working days.

Phone: 301-619-7079  
Email: [cdmrp.pa@amedd.army.mil](mailto:cdmrp.pa@amedd.army.mil)

**B. CDMRP eReceipt System Help Desk:** Questions related to the submission of the pre-application through the eReceipt system should be directed to the CDMRP eReceipt system help desk, which is available Monday through Friday from 8:00 a.m. to 5:00 p.m. ET.

Phone: 301-682-5507  
Email: [help@cdmrp.org](mailto:help@cdmrp.org)

**C. Grants.gov Contact Center:** Questions related to application submission through the Grants.gov portal should be directed to Grants.gov help desk, which is available 24 hours a day, 7 days a week. Please note that the CDMRP Program Announcement and eReceipt system help desks are unable to provide technical assistance regarding Grants.gov submissions.

Phone: 800-518-4726  
Email: [support@grants.gov](mailto:support@grants.gov)

***Sign up on Grants.gov for “send me change notification emails” by following the link on the Synopsis page for the Program Announcement/Funding Opportunity. If the application package is updated or changed, the original version of the application package may not be accepted by Grants.gov.***

## VII. APPLICATION SUBMISSION CHECKLIST

<b>Grants.gov Application Components</b>	<b>Action</b>	<b>Completed</b>
SF-424 (R&R) Application for Federal Assistance Form	Complete form as instructed	
Attachments Form	Upload Project Narrative (ProjectNarrative.pdf) as Attachment 1	
	Upload Supporting Documentation (Support.pdf) as Attachment 2	
	Upload Technical Abstract (TechAbs.pdf) as Attachment 3	
	Upload Public Abstract (PublicAbs.pdf) as Attachment 4	
	Upload Statement of Work (SOW.pdf) as Attachment 5	
	Upload Detailed Budget and Justification (Budget.pdf) as Attachment 6	
	Upload Subaward Detailed Budget and Justification (SubBudgets.pdf) as Attachment 7	
	Upload Impact Statement (Impact.pdf) as Attachment 8	
	Upload Statement of Eligibility (Eligibility.pdf) as Attachment 9	
Research & Related Senior/Key Person Profile (Expanded)	Attach PI Biographical Sketch (Biosketch_LastName.pdf ) to the appropriate field	
	Attach PI Current & Pending Support (Support_LastName.pdf ) to the appropriate field	
	Attach Biographical Sketch (Biosketch_LastName.pdf) for each senior/key person to the appropriate field	
	Attach Current & Pending Support (Support_LastName.pdf ) for each senior/key person to the appropriate field	
Project/Performance Site Location(s) Form	Complete form as instructed	
<b>Additional Application Components</b>	<b>Action</b>	<b>Completed</b>
Confidential Letters of Recommendation	Confirm upload to CDMRP eReceipt System	