



NIH Biosketch Changes: What you need to know



Research Communications Office

- We're here to help
 - Editorial and graphics review
 - Cathy Anthony
 - Donna Gilbreath
 - Heather Russell-Simmons
 - Jennifer Rogers
 - Pre-award expertise and advice
 - Marcia Ballard
 - Markey website and newsletters
 - Jonathan Coffman



NIH Biosketches

- Directly affect how the grant is reviewed – reviewers are asked to specifically consider how well suited personnel are for the work proposed
- NIH has updated their forms package, and all grants submitted on or after **May 25, 2016** must use the FORMS-D package
 - <http://grants.nih.gov/grants/forms/all-forms-and-formats.htm>
- Changes apply to all grant materials
 - New grants
 - Resubmissions
 - Revisions
 - Renewals
 - Progress reports



Overview of changes

- Prior biosketch changes are still in effect, with some clarifications in the FORMS-D release
- Prior changes (still in effect from May 2015) include:
 - Page limit is now 5 instead of 4
 - More publications
 - Now can list up to 24 of your top pubs instead of just 15
 - Contribution to Science
 - Sample publications
 - Optional link to your full publication history
- ... Adds up to biosketches that are individually tailored to each grant application

Clarifications with FORMS-D

- NIH clarified the following points in the FORMS-D release:
 - <http://grants.nih.gov/grants/guide/notice-files/NOT-OD-16-080.html>
 - The URL for your publication list is optional.
 - IF you choose to provide it, it must be to a government website (.gov) like My Bibliography – other databases like Google Scholar are not allowed.
 - Publications and research products can be cited in both your personal statement and your contributions to science.
 - Graphics, figures and tables are no longer allowed.
 - The past three years of research support no longer has to be listed in order of relevance.
 - You can add other names used to author research products in section A (if your name has changed, for example).
 - Research products can include conference proceedings (meeting abstracts, posters, or other presentations).
 - Research products that are under development, such as manuscripts that have not yet been accepted, can be mentioned in the narrative sections, but cannot be cited.

Are you using the right template?

FORMS-D has an approval date through October 2018

OMB No. 0925-0001 and 0925-0002 (Rev. 10/15 Approved Through 10/31/2018)

BIOGRAPHICAL SKETCH

Provide the following information for the Senior/key personnel and other significant contributors.
Follow this format for each person. DO NOT EXCEED FIVE PAGES.

NAME:

eRA COMMONS USER NAME (credential, e.g., agency login):

POSITION TITLE:

EDUCATION/TRAINING *(Begin with baccalaureate or other initial professional education, such as nursing, include postdoctoral training and residency training if applicable. Add/delete rows as necessary.)*

INSTITUTION AND LOCATION	DEGREE <i>(if applicable)</i>	Completion Date MM/YYYY	FIELD OF STUDY

Who You Are

OMB No. 0925-0001 and 0925-0002 (Rev. 10/15 Approved Through 10/31/2018)

BIOGRAPHICAL SKETCH

Provide the following information for the Senior/key personnel and other significant contributors.
Follow this format for each person. DO NOT EXCEED FIVE PAGES.

NAME: **Awesome Researcher, PhD**

eRA COMMONS USER NAME (credential, e.g., agency login): AResearcher

POSITION TITLE: **Professor and Director of Research, Markey Cancer Center**

EDUCATION/TRAINING *(Begin with baccalaureate or other initial professional education, such as nursing, include postdoctoral training and residency training if applicable. Add/delete rows as necessary.)*

INSTITUTION AND LOCATION	DEGREE (if applicable)	Completion Date MM/YYYY	FIELD OF STUDY
University of Kentucky Lexington, KY	MS	05/1066	Molecular Biology
University of Kentucky, Lexington, KY	PhD	07/1299	Cell Biology
University of Kentucky, Lexington, KY	Postdoctoral Fellow	10/1776	Biochemistry
University of Kentucky, Lexington, KY	Postdoctoral Fellow	03/2000	Biochemistry

Your Personal Statement

A. Personal Statement

Briefly describe why you are well-suited for your role(s) in this project. The relevant factors may include: aspects of your training; your previous experimental work on this specific topic or related topics; your technical expertise; your collaborators or scientific environment; and/or your past performance in this or related fields.

Note the following additional instructions:

- For institutional research training, institutional career development, or research education grant applications, faculty who are not senior/key persons are encouraged to complete this section, but not required to do so.
- Applicants for dissertation research awards should include a description of their career goals and intended career trajectory and their interest in the specific areas of research designated in the FOA, in addition to the information outlined above.
- Candidates for Research Supplements to Promote Diversity in Health-Related Research should include a description of their general scientific achievements and/or interests, as well as specific research objectives and career goals, in addition to the information outlined above. Indicate any current source(s) of educational funding.
- If there are factors affecting your past productivity that you wish to explain, such as family care responsibilities, illness, disability, or military service, you may address them in your personal statement.
- Indicate if you have published or created research products under another name.
- You may mention specific contributions to science that are not included in Section C. Do not present or expand on materials that should be described in other sections of this biosketch or the application.
- Figures, tables and graphics are not allowed.

You may cite up to four publications or research products that highlight your experience and qualifications for this project. Research products can include audio or video products; conference proceedings such as meeting abstracts, posters or other presentations; patents; data and research materials; databases; educational aids or curricula; instruments or equipment; models; protocols; and software or ~~networks~~.



Your Personal Statement


Don't forget:

- Talk about yourself and your work, but don't discuss the merit of the actual project.
- Tailor it 100% to the proposal at hand.
- You can now support your statement with up to four peer-reviewed publications.

Your Personal Statement

A. Personal Statement

I am a molecular biologist with over 2,000 years of experience in the basic science setting. My research focuses on GI and colorectal cancer. In addition, I am the Director of Research at the NCI-designated Markey Cancer Center (University of Kentucky). My laboratory has been continuously funded by the NIH for 350 years and is focused on identifying the causes of colorectal cancer.

1. **Author JJ**, Second-Author M, Third AA. Paper for Publishing my Research. Journal Name 100:105-111, 2000. PMID: PMC1098755
2. **Author JJ**, Second-Author M  hird AA. Paper for Publishing my Research. Journal Name 100:105-111, 2000. PMID: PMC1098755
3. **Author JJ**, Second-Author M, Third AA. Paper for Publishing my Research. Journal Name 100:105-111, 2000. PMID: PMC1098755

Positions and Honors

B. Positions and Honors

List in chronological order positions held since the completion of your most recent degree, concluding with your present position. High school students and undergraduates may include any previous positions. For individuals, such as fellowship applicants or career development award candidates, who are not currently located at the applicant organization, include the expected position at the applicant organization, with the expected start date.

List any relevant academic and professional achievements and honors. In particular:

- Students, postdoctorates, and junior faculty should include scholarships, traineeships, fellowships, and development awards, as applicable.
- Clinicians should include information on clinical licensure and specialty board certification, if applicable.
- Include present membership on any Federal Government public advisory committee.



Positions and Honors

Positions and Honors can be tricky...

- This section is a little more flexible – more freedom to list some of your accomplishments.
- Format these in an easy-to-read way (and make them consistent) – cramming in too much can make it difficult to understand.
- Include what's relevant to the science. Typically nothing that you did as a student if you're already an accomplished investigator, and nothing on civic work/honors or non-academic work.

Positions and Honors

B. Positions and Honors

Positions and Employment

- 2000-2001 Instructor, University of Kentucky
- 2001-2004 Assistant Professor, Department of Science, University of Kentucky
- 2004-2007 Associate Professor, Department of Science, University of Kentucky
- 2007-present Professor, Department of Science, University of Kentucky
- 2010-present Director of Research, Markey Cancer Center, University of Kentucky

Honors

- 1066 Phi Beta Kappa
- 1159-present Research Society of America
- 1876 Award, University of Kentucky
- 2004 Another Award, Society of Research

Editorial Boards

- 1876-present Journal of Researchers
- 2011-present Research Monthly

Contribution to Science

C. Contribution to Science

Candidates for Research Supplements to Promote Diversity in Health-Related Research who are high school students, undergraduates, and ~~postbaccalaureates~~ are not required to complete this section.

Briefly describe up to five of your most significant contributions to science. While all applicants may describe up to five contributions, graduate students and ~~postdoctorates~~ are encouraged to consider highlighting two or three they consider most significant. Descriptions may include a mention of research products under development, such as manuscripts that have not yet been accepted for publication.

Each contribution should be no longer than one half page, including citations. These contributions do not have to be related to this project. For each contribution:

- Indicate the historical background that frames the scientific problem; the central finding(s); the influence of the finding(s) on the progress of science or the application of those finding(s) to health or technology; and your specific role in the described work.
- You may cite up to four papers accepted for publication or research products that are relevant to the contribution.
 - Research products can include audio or video products; conference proceedings such as meeting abstracts, posters or other presentations; patents; data and research materials; databases; educational aids or curricula; instruments or equipment; models; protocols; and software or ~~networks~~.
 - These citations do not have to be authored by you.

You may provide a URL to a full list of your published work. This URL must be to a Federal Government website (a ~~.gov~~ suffix). NIH recommends using [My Bibliography](#). Providing a URL to a list of published work is not required, and reviewers are not required to look at the list.



Contribution to Science

Biggest changes here!

- Five most significant contributions; four publications/outcomes each.
 - But you can no longer include figures/graphics/tables.
- ½ page limit for each contribution.
- If you are a mentor on a training grant, one of your contributions should address your mentoring history or experience.
- URL to full list of published work is optional
 - If you include, it must be to a government (.gov) site such as My Bibliography.

Contribution to Science

C. Contribution to Science

1. I have contributed so much. Tons and tons of work. Basically, my lab cured cancer.
 - a. **Author JJ**, Second-Author M, Third AA. Paper for Publishing my Research. Journal Name 100:105-111, 2000. PMID: PMC1098755
 - b. **Author JJ**, Second-Author M, Third AA. Paper for Publishing my Research. Journal Name 100:105-111, 2000. PMID: PMC1098755
 - c. **Author JJ**, Second-Author M, Third AA. Paper for Publishing my Research. Journal Name 100:105-111, 2000. PMID: PMC1098755
 - d. **Author JJ**, Second-Author M, Third AA. Paper for Publishing my Research. Journal Name 100:105-111, 2000. PMID: PMC1098755



Contribution to Science

- What the link to your full published work might look like:

Complete List of Published Work in MyBibliography:

<http://www.ncbi.nlm.nih.gov/sites/myncbi/collections/public/1PgT7IEFIAJBtGMRDdWFmjWAO/?sort=date&direction=ascending>



- List at the very end of your contributions section.
- Where do you even start?

Contribution to Science

1. Log in to My NCBI (<http://www.ncbi.nlm.nih.gov/sites/myncbi/>)
2. Search for all of your publications in PubMed. Use the “send to” menu on the search results page to send the references to My Bibliography.
3. Click on the “My NCBI” in the upper right corner. Look for the My Bibliography box.
4. Click on “Manage My Bibliography.” It should be populated with all of your references.
5. If you have authored additional publications that aren’t included in PubMed, you can manually add them to My Bibliography by clicking on “Add Citation.”
6. At the top of the page is a link to make your bibliography “public.” When you click on this, it will show you the “public URL” that you can paste into your biosketch.
7. Keep your My Bibliography account up-to-date by periodically adding citations for your newly published articles.



Other publication tips

- ONLY include publications that are published or accepted for publication – nothing in preparation or in review is allowed.
- For publications listed either in your personal statement or as part of your contributions, remember:
 - Don't list the DOI or the PMID – they're not required and will just take up space (we always take them out)
 - Do list the PMCID – it's absolutely required
 - If your publication falls under the policy, it must have a PMCID.
 - How do you know?
 - It's peer-reviewed.
 - AND it's published in a journal after April 7, 2008.
 - AND it arises from any direct funding from an NIH grant/cooperative agreement, NIH contract, NIH Intramural Program, or an NIH employee

Research Support

D. Research Support

Note the following instructions for specific types of applicants/candidates:

- High school students are not required to complete this section.
- Applicants for predoctoral and postdoctoral fellowships, dissertation research grants, and candidates for Research Supplements to Promote Diversity in Health-Related Research from the undergraduate through postdoctoral levels should use this section to provide information about their scholastic performance, following the instructions below. In situations where applicants/candidates in these categories also have research support, they should complete both parts of this section.

Research Support

For all other individuals required to complete a biosketch, list selected ongoing and completed research projects for the past three years (Federal or non-Federal support). Briefly indicate the overall goals of the projects and your responsibilities. *Do not include number of person months or direct costs.*

Do not confuse "Research Support" with "Other Support." Though they sound similar, these parts of the application are very different.

Research Support

- As part of the biosketch section of the application, "Research Support" highlights your accomplishments, and those of your colleagues, as scientists. This information will be used by the reviewers in the assessment of each individual's qualifications for a specific role in the proposed project, as well as to evaluate the overall qualifications of the research team. In contrast, "Other Support" information is required for all applications that are selected to receive grant awards. NIH staff will request complete and up-to-date "other support" information from you after peer review.

Scholastic Performance

Predoctoral applicants/candidates (including undergraduates and ~~postbaccalaureates~~): List by institution and year all undergraduate and graduate courses, with grades. In addition, in the space following the chart, explain any grading system if other than 1-100, A, B, C, D, F, or 0-4.0. Show levels required for a passing grade.

Postdoctoral applicants: List by institution and year all undergraduate courses and graduate scientific and/or professional courses germane to the training sought under this award, with grades. In the space following the chart, explain any grading system if other than 1-100, A, B, C, D, F, or 0-4.0. Show levels required for a passing grade.



Research Support

Not many changes here, but lots of tips – it's important to get these right.

- You don't have to include ALL of your funding – what's most relevant is most important.
- Only include the past three years of data.
- Never include your percent effort or direct costs.
- Getting all the pieces of information required is important.

Research Support

D. Research Support

Ongoing

R01 CA189034 (PI: Researcher, A)

NIH

“Research Study to Cure Cancer”

Goals: To cure cancer.

Role: PI

No ID (PI: Researcher, Z)

Kentucky Lung Cancer Research Program

“Another Study to Cure Cancer”

Goals: To cure cancer.

Role: Co-Investigator

Recently Completed

R21 CA189034 (PI: Researcher, A)

NIH

“Yet Another Study to Cure Cancer”

Goals: Curing cancer.

Role: PI

Funding dates

03/29/96-05/31/19

08/01/15-07/31/16

08/01/03-05/31/14

Funding number, PI

Funding agency

Grant title

Grant with no external funding number



What is SciENcv?

- SciENcv can help you create biosketches for multiple federal agencies.
- You can transform an “old” biosketch into the new format, or switch from NIH to NSF.
- YouTube with details: <https://www.youtube.com/watch?v=PRWy-3GXhtU&feature=youtu.be>

Other great sources of information

- NIH Notice outlining May 2015 changes
 - <http://grants.nih.gov/grants/guide/notice-files/NOT-OD-15-032.html>
- NIH Notice outlining May 2016 (FORMS-D) changes
 - <http://grants.nih.gov/grants/guide/notice-files/NOT-OD-16-080.html>
- NIH Grants and Funding FAQ
 - http://grants.nih.gov/grants/policy/faq_biosketches.htm
- Blank biosketch form, instructions and sample
 - <http://grants.nih.gov/grants/forms/biosketch.htm>
- About PMCIDs
 - <http://publicaccess.nih.gov/policy.htm>



Thank you!

Contact RCO

- mccRCO@uky.edu
 - goes to all editorial staff members
- Jennifer Rogers
 - jen.rogers@uky.edu
 - 3-8775