

HARD COPY APPLICATION – WHAT TO SUBMIT TO G&C

(To be brought to G&C after the GB Doc has been approved)

- Original or copy of PC Form. Please verify all 3 pages are filled out and that the third page contains PI initials and required signatures.
- Original Face page or signature page.
- Animal / human approval(s) if applicable.
- Original Human Education Certification if included (vs. JIT)

- **One copy** of the complete application minus bio sketches and research plan – please see the table below for more information.
- One copy of Department Chair Letter(s) if applicable
- One copy of Mentor Letter(s) if applicable
- Once copy of Collaborator Letter(s) if available

NIH PHS 398	Form page 1 Face page	Form page 2 Abstract (2 pages)	Form page 4 Initial Budget	Form page 5 Entire Budget	Modular Budget format page (with justification)	Budget Justification	Resources format page	Checklist form page
DETAILED BUDGET	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
PPG INSTRUCTIONS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> Composite and for each project / core	<input checked="" type="checkbox"/> Composite and for each project / core		<input checked="" type="checkbox"/> For each project / core	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
MODULAR BUDGET	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
INFO REQUIRED BY WU FROM SUBCONTRACT - DETAILED BUDGET	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/> Includes F&A from Subcontract	<input checked="" type="checkbox"/> Includes F&A from Subcontract		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
<i>Label All Pages "Subcontract Name Consortium / Contractual Costs".</i>								
INFO REQUIRED BY WU FROM SUBCONTRACT - MODULAR BUDGET	<input checked="" type="checkbox"/>							<input checked="" type="checkbox"/>
INFO REQUIRED WHEN WU IS THE SUBCONTRACT	<input checked="" type="checkbox"/>	<ul style="list-style-type: none"> • Submit at the minimum the Face page and Checklist OR the "Generic Federal Consortium Agreement Letter – WU is sub" • Submit budget page(s), budget justification, resources and other forms as required by the prime institution. 						<input checked="" type="checkbox"/>
<i>Label All pages "Washington University Consortium / Contractual Costs"</i>								
CAREER AWARDS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Do not submit to G&C or NIH	<input checked="" type="checkbox"/> Fill in total DC for each year & entire period		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> If specified in PA.
INSTITUTIONAL TRAINING GRANTS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> NRSA Substitute page 4	<input checked="" type="checkbox"/> NRSA Substitute page 5 with justification			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> Check "Other Base" and type TADC
NIH PHS 2590	Form page 1 Face page	Form page 2 Detailed Budget	Form page 3 Budget Justification	Form page 5 Progress Report Summary	Form page 6 Checklist	Form page 7 Personnel Report		
SNAP	<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/> Includes 3 SNAP questions		<input checked="" type="checkbox"/>		
NON-SNAP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
TRAINING GRANTS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> NRSA Substitute page 2	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> Check "Other Base" and type TADC			
PHS 416-1 - NRSA FELLOWSHIPS		<ul style="list-style-type: none"> • Face page, Form pages 2, 3, 5, Checklist, and "Environment, Research Facilities" section of Sponsor's Information 						
PHS 416-9 - NRSA FELLOWSHIP CONTINUATIONS		<ul style="list-style-type: none"> • Form pages 1, 2, 3 						
NON-NIH GRANTS		<ul style="list-style-type: none"> • Signature page, Budget page(s) with justification, Resources, Other Support, and any other administrative/budgetary information required by the agency. 						