# Information about changes to NIH Fellowship Applications (for all applications submitted after January 2025)

For all applications submitted after January 2025, NIH is changing what is required in the PHS Fellowship Supplemental Form. Please see below for a summary and description of the changes. Please note that as of December 2024, the new funding announcements have not been released.

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| **Fellowship Supplemental Form prior to January 2025** | **Fellowship Supplemental Form after January 2025** |
| ***Introduction (for resubmissions only)*** | ***Introduction (for resubmissions only)*** |
| ***Fellowship Application Section*** | ***Candidate Section*** |
| Applicant’s Background and Goals for Fellowship Training | Candidate’s Goals, Preparedness, and Potential\* |
| ***Research Training Plan*** | ***Research Training Plan*** |
| Specific Aims | Training Activities and Timelines\* |
| Research Strategy | Research Training Project Specific Aims\* |
| Respective Contributions\*\* | Research Training Project Strategy\* |
| Selection of Sponsor and Institution\*\* | Progress Report Publication List (forrenewal applications only) |
| Progress Report Publication List (for renewal applications only) | Training in the Responsible Conduct of Research |
| Training in the Responsible Conduct of Research |  |
| ***Sponsor(s), Collaborator(s), and Consultant(s) Section*** | ***Commitment to Candidate, Mentoring, and Training Environment*** |
| Sponsor and Co-Sponsor Statements | Sponsor and Co-Sponsor Statements\* |
| Letters of Support from Collaborators, Contributors, and Consultants | Letters of Support from Collaborators, Contributors, and Consultants |
| Description of Institutional Environment and Commitment to Training\*\* | Description of Candidate’s contributions to Program Goals (F31-D only) |
| Description of Candidate’s contributionsto Program Goals (F31-D only) |  |

\*Section changed or revised

\*\*Information moved elsewhere in the application

***Summary of requirements for new sections***

# Candidate’s Goals, Preparedness, and Potential (page limit: 3 page)

* This section must be organized in the specific order using the instructions found in the application guide (summarized here).
* Start each section with the appropriate heading:
	+ Overall Training Goals
	+ Candidate’s Preparedness
	+ Candidate Self-Assessment
	+ Scientific Perspective
* *Overall Training Goals*
	+ Describe your goals for the proposed research and your long-term career goals
	+ Relate your fellowship goals to your long-term career goals.
	+ Describe your motivation for pursuing a career in the biomedical research workforce.
* *Candidate’s Preparedness*
	+ Do not simply duplicate information from your biosketch.
	+ Address how relevant activities and experiences have contributed to your scientific development and preparing for the research training plan. Examples: coursework, research experiences, conference attendance, internships, and employment.
	+ Discuss any additional activities and experiences that demonstrate an interest and commitment to a career in the biomedical research workforce. Examples: seeking out research opportunities, engaging in leadership, service, teaching, etc.
* *Candidate’s Self-Assessment*
	+ Define your current characteristics (relevant skills, abilities, traits, or attitudes) and areas to develop that are likely to contribute to success in the proposed research training plan and career path.
	+ You can describe technical skills, operational skills, or professional skills.
	+ You should include 2 – 4 current characteristics that are likely to contribute to achieving your goals.
	+ 2 – 4 specific areas of development during the fellowship to reach your stated research and career goals
* *Scientific Perspective*
	+ Provide information to show your potential to think about and express ideas within a scientific field.
	+ Explain the following:
		- Why this scientific field is important and how the chosen research training project will advance the field.
		- A broader, unresolved scientific question in the chosen scientific field, the importance of the problem, and ways that biomedical research might advance the field.

# Research Training Plan

* Training Activities and Timeline (Page limit: 3 pages)
	+ The planned activities should address your goals and identified areas of development.
	+ Describe, by year, the planned activities, such as coursework, professional development, research training project, mentoring, clinical activities, that will take place during the proposed award. Your Research Project Strategy will be detailed elsewhere. Estimate the percentage of time that will be devoted to each activity. The percentage of time should total 100 for each year.
	+ Explain how the training activities will develop the areas defined in the self-assessment section.
	+ Provide specific examples of how the proposed research training will facilitate your transition to the next career phase.
	+ Describe why the sponsor(s), collaborator(s) and research training environment are appropriate for the training plan. Expand on, but do not duplicate, information from Facilities or the Sponsor(s) sections of the application.
	+ Detailed timelines of training activities involving animals, human subjects, or clinical trials are requested elsewhere in the application and should not be included here.
* Research Training Project Aims and Strategy (general notes)
	+ In general, you should relate your proposed project to your career goals and explain the relationship between this proposed project and your sponsor’s ongoing research program.
	+ This should be tailored to your experience level and allow for the development of skills to further your career advancement. It should be achievable within the requested funding period.
* Research Training Project Specific Aims (Page limit: 1 page)
	+ State the broader goals of the proposed project.
	+ Succinctly list the specific objectives or aims of the project and summarize the expected outcomes.
	+ Include the potential impact the results of the proposed project will have on the research field involved.
* Research Training Project Strategy (Page limit: 6 pages)
	+ This should be organized in the order specified below and in the application guide (unless noted otherwise in the Notice of Funding Opportunity). Each section must be started with the appropriate section heading.
	+ Section 1: Scientific Foundation and Rationale
		- Describe the rational of the project and unaddressed areas for research.
		- Explain how achieving the project goals will advance biomedical research in your chosen field.
	+ Section 2: Approach
		- Describe the overall strategy, methodology, and analyses to be used to accomplish the specific aims.
		- Describe plans to address weaknesses in rigor of prior research of the area. Describe the experimental design.
		- Discuss potential problems, alternative strategies and benchmarks for success.
		- If this is a project in the early phases of development, describe any strategy to establish feasibility and address the management of any high-risk aspects of the project.
	+ Notes if your project involves human subjects research and/or clinical trials:
		- Use the Research Training Project Strategy to discuss the overall strategy, methodology, and analyses of your proposed research but don’t duplicate information from the Human Subjects form of the application.
		- The Human Subjects form and Clinical Trial form is where you will include detailed study information, such as eligibility criteria, inclusion of women, minorities, and children, and protection and monitoring plans.
		- You should refer to information from the Human Subjects form as appropriate in your discussion.

# Commitment to Candidate, Mentoring, and Training Environment (sponsor section) (Page limit: 6 pages)

* Create a heading at the top of the first page titled “Sponsor(s) Commitment” and organize the statement in the specified order.
* The statement should address each of the following in this order: (a) Mentoring Approach and Candidate Mentoring Plan; (b) Prior Commitment to Training and Mentoring; (c) Commitment to Candidate’s Research Training Plan; (d) Research Training Environment; and (e) Candidate’s Potential.
* Mentoring Approach and Candidate Mentoring Plan
	+ Sponsor(s) must describe their mentoring approach AND the specific mentoring plan for the candidate.
	+ The mentoring plan should be tailored specifically to the overall training goals outlined by the student and should go beyond simply providing access to research environments.
	+ Effective mentoring plans may include information about enhancing the student’s understanding of scientific research, promoting the student’s professional development, maintaining effective communication, aligning expectations, fostering independence, and promoting equitable, inclusive, and accessible training environments.
* Prior Commitment to Training and Mentoring
	+ Must demonstrate the sponsor(s) past commitment to effective training, mentoring, and career development.
	+ Sponsor(s) can provide examples of no more than 2-5 recent trainees at the level of the candidate and discuss the individualized mentoring and training offered.
	+ If the sponsor is an early-stage sponsor, the examples they provide can include informal training and mentoring activities conducted as a student or post-doctoral fellow.
* Commitment to the Candidate’s Research Training Plan
	+ Should describe the frequency, duration, and nature of meetings with the candidate through the entire proposed training plan.
	+ List how many other scientists in the research team will be supervised during the proposed award period and how the candidate will receive individualized and consistent attention.
* Research Training Environment
	+ This should not duplicate information from the Facilities narrative or from the Research Training Plan.
	+ Sponsor should describe the research training environment and how it will meet the needs of the candidate to meet their research training goals.
	+ Sponsor(s) are encouraged to describe efforts to create safe, inclusive, supportive, and accessible research environments.
	+ Sponsor(s) should also describe opportunities for professional development and intellectual interactions, scientific meetings, journal clubs, and opportunities for presentations.
	+ Sponsor(s) can also describe any available centralized research facilities or equipment not listed elsewhere in the application.
* Candidate’s Potential
	+ Sponsor should provide information about the candidate’s potential to benefit from the research training plan.
	+ Sponsor(s) should provide the following:
		- Examples of personal characteristics of the candidate that are likely to contribute to the candidate's advancement in their chosen career path.
		- Areas for development to improve the candidate’s prospects of transitioning into a productive career in the biomedical research workforce.
		- An overall assessment of the candidate’s preparedness and likelihood of success in the proposed research training plan.

# Biosketches

* For fellows, you are no longer required to enter your grades/courses in Section D of the biosketch.
* The Application Guide states you should treat Section D as follows: “No longer required for NIH applications. Enter “N/A” or leave blank.”

# Additional Resources:

* NIH Fellowship Application Guide (Forms I): [https://grants.nih.gov/grants/how-to-apply-application-](https://grants.nih.gov/grants/how-to-apply-application-guide/forms-i/fellowship-forms-i.pdf) [guide/forms-i/fellowship-forms-i.pdf](https://grants.nih.gov/grants/how-to-apply-application-guide/forms-i/fellowship-forms-i.pdf)
* NIH Page Limits: [https://grants.nih.gov/grants-process/write-application/how-to-apply-application-](https://grants.nih.gov/grants-process/write-application/how-to-apply-application-guide/page-limits) [guide/page-limits](https://grants.nih.gov/grants-process/write-application/how-to-apply-application-guide/page-limits)
* NIH Changes to Fellowship Applications: [https://grants.nih.gov/policy-and-compliance/policy-](https://grants.nih.gov/policy-and-compliance/policy-topics/peer-review/revisions-nih-fellowship-application-review-process) [topics/peer-review/revisions-nih-fellowship-application-review-process](https://grants.nih.gov/policy-and-compliance/policy-topics/peer-review/revisions-nih-fellowship-application-review-process)
* Sponsor Guidance: [https://grants.nih.gov/policy-and-compliance/policy-topics/peer-review/revisions-](https://grants.nih.gov/policy-and-compliance/policy-topics/peer-review/revisions-nih-fellowship-application-review-process/sponsor-guidance) [nih-fellowship-application-review-process/sponsor-guidance](https://grants.nih.gov/policy-and-compliance/policy-topics/peer-review/revisions-nih-fellowship-application-review-process/sponsor-guidance)
* Candidate Guidance: [https://grants.nih.gov/policy-and-compliance/policy-topics/peer-review/revisions-](https://grants.nih.gov/policy-and-compliance/policy-topics/peer-review/revisions-nih-fellowship-application-review-process/candidate-guidance) [nih-fellowship-application-review-process/candidate-guidance](https://grants.nih.gov/policy-and-compliance/policy-topics/peer-review/revisions-nih-fellowship-application-review-process/candidate-guidance)
* NIH FAQ’s about changes to fellowships: [https://grants.nih.gov/faqs#/Revisions-to-the-NIH-Fellowship-](https://grants.nih.gov/faqs%23/Revisions-to-the-NIH-Fellowship-Application-and-Review-Process.htm) [Application-and-Review-Process.htm](https://grants.nih.gov/faqs%23/Revisions-to-the-NIH-Fellowship-Application-and-Review-Process.htm)
* NIH Reference letters: [https://grants.nih.gov/faqs#/Revisions-to-the-NIH-Fellowship-Application-and-](https://grants.nih.gov/faqs%23/Revisions-to-the-NIH-Fellowship-Application-and-Review-Process.htm) [Review-Process.htm](https://grants.nih.gov/faqs%23/Revisions-to-the-NIH-Fellowship-Application-and-Review-Process.htm)
* NIH Podcast: “Fellowships and What’s Changing”: [https://grants.nih.gov/news-](https://grants.nih.gov/news-events/podcasts?episode=1152) [events/podcasts?episode=1152](https://grants.nih.gov/news-events/podcasts?episode=1152)
* Video from NIH’s webinar on the changes to fellowships: [https://grants.nih.gov/news-events/calendar-](https://grants.nih.gov/news-events/calendar-of-events/66df170300a3194d910ee602/video) [of-events/66df170300a3194d910ee602/video](https://grants.nih.gov/news-events/calendar-of-events/66df170300a3194d910ee602/video)
* NIH Individual Fellowships information: [https://grants.nih.gov/funding/funding-categories/research-](https://grants.nih.gov/funding/funding-categories/research-training-and-career-development/individual-fellowships) [training-and-career-development/individual-fellowships](https://grants.nih.gov/funding/funding-categories/research-training-and-career-development/individual-fellowships)

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