

All About Review

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Behavioral Research Program

How do Grants get Assigned to Institutions and Review Groups?

All grant applications submitted to the NIH go to the **Division of Receipt and Referral (DRR)** within the **Center for Scientific Review (CSR)**

DRR/CSR is responsible for:

- ✓ Checking the application for completeness and errors
- ✓ Assigning the application a unique identification number
- ✓ Assigning the application to an NIH Institute or Center (IC)
- ✓ Assigning the application for review
 - NIH Scientific Review Group (SRG)
 - Special Emphasis Panel (SEP)

How do Grants get Assigned to Institutions and Review Groups?

Assignment to an **Institute or Center**

- Based on best fit with IC mission and interests
- Dual assignment for shared interests

Assignment to a **Review group**

- Based on scientific area and appropriate expertise
- Abstract, Specific Aims, & Research Strategy

Other considerations

- Funding Opportunity Announcement
- Requests made by investigators
- Assignment of previous applications

PHS Assignment Request Form

PHS Assignment Request Form

List Individuals who should not review your application and why (optional) Only 1000 characters allowed

OMB Number: 0925-0001
Expiration Date: 10/31/2018

PHS Assignment Request Form

Funding Opportunity Number:

Funding Opportunity Title:

Awarding Component Assignment Request (optional)

If you have a preference for an Awarding Component (e.g., NIH Institute/Center) assignment, please use the link below to identify the most appropriate assignment then enter the short abbreviation (e.g., NCI for National Cancer Institute) in "Assign to/Do Not Assign To Awarding Component" sections below. Your first choice should be in column 1. All requests will be considered, however, locus of review is predetermined for some applications and assignment requests cannot always be honored.

Information about Awarding Components can be found here: https://grants.nih.gov/grants/phs_assignment_information.html#Awarding Components

	1	2	3
Assign to Awarding Component:	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Do Not Assign to Awarding Component:	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>

Study Section Assignment Request (optional)

If you have a preference for a study section assignment, please use the link below to identify the most appropriate study section then enter the short abbreviation for that study section in "Assign to/Do Not Assign to Study Section" sections below. Your first choice should be in column 1. All requests will be considered, however, locus of review is predetermined for some applications and assignment requests cannot always be honored.

For example, you would enter "CIAMP" if you wish to request assignment to the Cancer Molecular Pathobiology study section or enter "ZRG1 HDM-R" if you wish to request assignment to the Healthcare Delivery and Methodologies SBIR/STTR panel for informatics. Be careful to accurately capture all formatting (e.g., spaces, hyphens) when you type in the request.

Information about Study Sections can be found here: https://grants.nih.gov/grants/phs_assignment_information.html#Study Section

	1	2	3
Assign to Study Section: <small>Only 20 characters allowed</small>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Do Not Assign to Study Section: <small>Only 20 characters allowed</small>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>

How do you use the PHS Assignment Request Form?

- **List up to five areas of expertise** needed to understand and review your application.
- **Exclude reviewers.** NIH policy allows you to list people who should not review your application, though your scientific review officer makes the call.
- **Request assignment** from CSR to a study section and Institute.
 - *Institute:* Suggest institutes that are likely to be enthusiastic about your research.
 - *Study section:* Suggest review groups that are likely to be scientifically appropriate for your application.
 - Consult online study section descriptions
 - Examine recent study section rosters
 - Contact SRO and PD

Where are Behavioral and Social Science Research in Cancer Control Grants Reviewed?

FY2017 grants referred to the Behavioral Research Program were reviewed in over **114 distinct review groups** including:

- Standing Study Sections
- Special Emphasis Panels (SEPS)

Top 5 Study Sections BRP grants were reviewed in FY2017

- Community-Level Health Promotion Study Section ([CLHP](#))
- Psychosocial Risk and Disease Prevention Study Section ([PRDP](#))
- Community Influences on Health Behavior Study Section ([CIHB](#))
- Interventions to Prevent and Treat Addictions Study Section ([IPTA](#))
- Behavioral Medicine: Interventions and Outcomes Study Section ([BMIO](#))

How do you Know Where your Application was Assigned?

Information about assignment can be accessed in eRA Commons

- Grant number
- IC Assignment
 - ✓ Primary and Dual
 - ✓ Program Director (PD)
- Review Group Assignment
 - ✓ Standing Study Section/SEP
 - Rosters are published ~ 30 days prior to meeting
 - ✓ Scientific Review Officer (SRO)

Now what?

- **Questions** about the correctness and appropriateness of the assignment?
 - ✓ Contact CSR directly to request a change in assignment
csrdr@mail.nih.gov.
 - ✓ Contact your Program Director
- **Questions** about your application during review phase?
 - ✓ Contact your SRO
 - Application completeness and allowable materials
 - Roster of reviewers
 - General questions about review process and timeline

Resources

- NIH Scientific Review Group Roster Index
<https://public.era.nih.gov/pubroster/>
- CSR Applicant Resources: Receipt and Referral
<https://public.csr.nih.gov/ApplicantResources/ReceiptReferral/Pages/default.aspx>
- PHS and Study Section Assignment Request Form (optional)
<https://grants.nih.gov/grants/how-to-apply-application-guide/forms-d/general/g.600-phs-assignment-request-form.htm>



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