Reminder: FORMS-F Grant Application Forms & Instructions Must be Used for Due Dates On or After May 25, 2020-
New Grant Application Instructions Now Available

Notice Number: NOT-OD-20-077

Key Dates
Release Date: March 10, 2020

Related Announcements
NOT-OD-20-026
NOT-OD-20-033
NOT-OD-20-047
NOT-OD-20-060

Issued by
Office of The Director, National Institutes of Health (OD)
Agency for Healthcare Research and Quality (AHRQ)

Purpose

This notice reminds the NIH and AHRQ applicant and recipient community that applicants must use FORMS-F application packages for due dates on or after May 25, 2020 and must use FORMS-E application packages for due dates on or before May 24, 2020 (see NOT-OD-20-026 for details).

Applicants are encouraged to submit early to allow time to work through any unforeseen issues. Also, applicants are encouraged to use the contact information below to address questions and challenges.

Additional Updates:

- FORMS-F Grant Application Instructions are now posted on the How to Apply - Application Guide page. All significant changes to form instructions are listed at: https://grants.nih.gov/grants/how-to-apply-application-guide/forms-f/general/g.120-significant-changes.htm.
- FORMS-F application packages are currently being posted to active Funding Opportunity Announcements (FOAs). We expect to complete this process by March 25, 2020.
- All Parent Announcements will be reissued for due dates on or after May 25, 2020. Consequently, FORMS-F application packages will not be added to the existing Parent Announcements with FORMS-E application packages.

For a transition period, both FORMS-E and FORMS-F application packages and instructions will be active, simultaneously. Though the forms will be active at the same time, applicants can only use one package to submit their application and must carefully choose the appropriate application package and associated instructions for their due date.

Below is an example how to determine which package to select and use:

If your intended due date is…

On or before May 24, 2020, including:

- Applications submitted for due dates on or before May 24, 2020
- Applications submitted under NIH Late Policy 2-week window of consideration for intended due dates on or before May 24, 2020
- Applications submitted by June 1, 2020* under NIH Continuous Submission Policy for the May 7, 2020 AIDS intended due date
  o *This reflects a new date in accordance with NOT-OD-20-060.

You must use…

FORMS-E application package & instructions
On or after May 25, 2020, including:

- Applications submitted for due dates on or after May 25, 2020
- All application types (New, Resubmission, Renewal, Revision)
- Applications submitted early for intended due dates on or after May 25, 2020
- Applications submitted after June 1, 2020* under NIH Continuous Submission Policy
  - *This reflects a new date in accordance with NOT-OD-20-060.

Applications submitted using the incorrect application package for their due date may be withdrawn and removed from funding consideration.

Resources:

- How to Apply - Application Guide
- Grants Administration Take 10: NIH FORMS-F Application Forms Update video
- High-level Summary of Form Changes in FORMS-F Application Packages
- Annotated Form Set for NIH Grant Applications
- Do I Have the Right Form Version For My Application?
- Application Forms, Form Updates, and Choosing the Correct Forms FAQs

Inquiries

Please direct all inquiries to:

NIH Office of Policy for Extramural Research Administration (OPERA)
Systems Policy Branch
Email: OPERAsystemspolicy@nih.gov

Weekly TOC for this Announcement
NIH Funding Opportunities and Notices