

## eRA Assembly of the SF424 (R&R) Application (Forms Version 2 & 2a)

An applicant using the SF424 (R&R) for application submissions to NIH and other PHS agencies will complete data entry into all applicable form components, attach the appropriate PDF attachments within the various components, and upload the package into Grant.gov. Applicants will *not* actually construct an application. Once the application data goes through Grants.gov, the eRA system will compile the data fields and attachments into a single grant application. Applicants will be able to see the entire grant application for the first time in the eRA Commons.

A system-generated table of contents will be part of that grant application. The order of the application will be as stated in the table of contents sample below. Following that sample we've provided a chart that gives a cross-reference to where each section actually resides in the R&R Forms; as either a separate form component or as a specific PDF attachment within a component. Not all sections noted in the sample below will always be used. The system will generate a customized table of contents based on each submission. This document represents an application using either Version 2 or 2a of the SF424 (R&R) forms. The version number is noted in the "Competition ID" field of the forms package. The only difference between Version 2 and 2a is that Version 2a includes the use of the Senior/Key Person (Expanded) component allowing up to 40 individuals to be entered as structured data instead of the non-expanded component which limited structured data entry to only 8 individuals. The Senior/Key Person information will appear in the same place in the grant application regardless of whether Version 2 or 2a is used.

This guide is provided for informational purposes only. Applicants do not need to build an application using this order. This will be totally constructed by the eRA system.

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## Cross Reference for Grant Image Order for NIH Applications Using the SF424 (R&R) Application (Forms Version 2 and 2a)

<b>Grant Image Order</b>	<b>Help Tip—Where this is in a SF424 (R&amp;R) application</b>
SF 424 R&R Face Page (Page 1 and Page 2)	An R&R Component titled SF424 (R&R). Also known as the Cover Component
Pre-Application	A PDF Attachment in the SF424 (R&R) Cover Component
Project Congressional District	A PDF Attachment in the SF424 (R&R) Cover Component
Table of Contents	Only system-generated. Is not a Form, nor an attachment.
Research & Related Project/Performance Site Locations(s)	An R&R Component—Same name
Additional Locations	A PDF Attachment in the Research & Related Project/Performance Site Locations(s) Component
Research & Related Other Project Information	An R&R Component—same name
Project Summary/Abstract	A PDF Attachment in the Research & Related Other Project Information Component (Item 6)
Public Health Relevance Statement (Narrative attachment)	A PDF Attachment in the Research & Related Other Project Information Component (Item 7)
Facilities & Other Resources	A PDF Attachment in the Research & Related Other

<b>Grant Image Order</b>	<b>Help Tip—Where this is in a SF424 (R&amp;R) application</b>
	Project Information Component (Item 9)
Equipment	A PDF Attachment in the Research & Related Other Project Information Component (Item 10)
Other Attachments	A PDF Attachment in the Research & Related Other Project Information Component (Item 11)
Research & Related Senior/Key Person or Research & Related Senior/Key Person (Expanded)	An R&R Component—same name
Biographical Sketches for each listed Senior/Key Person	A PDF Attachments in the Research & Related Senior/Key Person Component. One attachment per each Senior/Key Person
Current and Pending Support ( <i>when applicable</i> )	A PDF Attachments in the Research & Related Senior/Key Person Component. One attachment per each Senior/Key Person
Additional Senior/Key Person Profiles	A PDF Attachment in the Research & Related Senior/Key Person Component. A single attachment for all Senior/Key Persons above the 8 that can be provided in the structured data part of this component.
Additional Biographical Sketches	A PDF Attachment in the Research & Related Senior/Key Person Component. A single attachment for all Senior/Key Persons biosketches above the 8 that can be provided separately for the Senior/Key Persons in the structured data part of this component.
Additional Current and Pending Support	A PDF Attachment in the Research & Related Senior/Key Person Component. A single attachment for all Senior/Key Persons biosketches above the 8 that can be provided separately for the Senior/Key Persons in the structured data part of this component.
Research & Related Budget ( <i>for detailed budgets</i> )	An R&R Component—same name
Additional Senior Key Persons Attachment (specific to each year that is being submitted)	A PDF Attachment in Section A. of the Research & Related Budget Component. Includes all budget information for the Senior/Key Persons above the eight that can be listed separately in Section A.
Additional Equipment Attachment	A PDF Attachment in Section C. of the Research & Related Budget Component.
Budget Justification Attachment	A PDF Attachment in Section K. of the Research & Related Budget Component.
Research & Related Budget – Cumulative Budget	Part of the R&R Budget Component (Auto calculated by the forms)
Research & Related Consortium Budgets	An R&R Component—titled “R&R Subaward Budget Attachment Form”. Allows for up to 10 separate budget attachments for separate consortium budgets. (Is not a PDF. The attachment is the R&R Budget component.)
SBIR/STTR Information	An R&R Component
Research & Development Outside the U.S.	A PDF Attachment in the SBIR/STTR Information

<b>Grant Image Order</b>	<b>Help Tip—Where this is in a SF424 (R&amp;R) application</b>
	Component (Item 4)
Commercialization Plan	A PDF Attachment in the SBIR/STTR Information Component (Item 7)
Prior SBIR Phase II Awards— Commercialization History	A PDF Attachment in the SBIR/STTR Information Component (Item 8)
PHS 398 Specific Cover Page Supplement	A PHS398 Component
PHS 398 Specific Modular Budget	A PHS398 Component
Personnel Justification	A PDF Attachment in the PHS 398 Modular Budget Component, Cumulative Budget Information, Section 2 Budget Justifications.
Consortium Justification	A PDF Attachment in the PHS 398 Modular Budget Component, Cumulative Budget Information, Section 2 Budget Justifications.
Additional Narrative Justification	A PDF Attachment in the PHS 398 Modular Budget Component, Cumulative Budget Information, Section 2 Budget Justifications.
PHS 398 Specific Research Plan	A PHS398 Component—titled PHS 398 Research Plan
Introduction to Application	A PDF Attachment in the PHS 398 Research Plan Component (Item 1)
Specific Aims	A PDF Attachment in the PHS 398 Research Plan Component (Item 2)
Background and Significance	A PDF Attachment in the PHS 398 Research Plan Component (Item 3)
Preliminary Studies/Progress Report	A PDF Attachment in the PHS 398 Research Plan Component (Item 4)
Research Design and Methods	A PDF Attachment in the PHS 398 Research Plan Component (Item 5)
Inclusion Enrollment Report	A PDF Attachment in the PHS 398 Research Plan Component (Item 6)
Progress Report Publications List	A PDF Attachment in the PHS 398 Research Plan Component (Item 7)
Protection of Human Subjects ( <i>now includes Data and Safety Monitoring Plan when applicable</i> )	A PDF Attachment in the PHS 398 Research Plan Component (Item 8)
Inclusion of Women and Minorities	A PDF Attachment in the PHS 398 Research Plan Component (Item 9)
Targeted/Planned Enrollment Table	A PDF Attachment in the PHS 398 Research Plan Component (Item 10)
Inclusion of Children	A PDF Attachment in the PHS 398 Research Plan Component (Item 11)
Vertebrate Animals	A PDF Attachment in the PHS 398 Research Plan Component (Item 12)
Select Agent Research	A PDF Attachment in the PHS 398 Research Plan Component (Item 13)
Multiple PI Leadership Plan	A PDF Attachment in the PHS 398 Research Plan

<b>Grant Image Order</b>	<b>Help Tip—Where this is in a SF424 (R&amp;R) application</b>
	Component (Item 14)
Bibliography & References Cited	A PDF Attachment in the Research & Related Other Project Information Component (Item 8)
Consortium/Contractual Arrangements	A PDF Attachment in the PHS 398 Research Plan Component (Item 15)
Resource Sharing Plan(s)	A PDF Attachment in the PHS 398 Research Plan Component (Item 17)
Letters of Support	A PDF Attachment in the PHS 398 Research Plan Component (Item 16)
PHS 398 Specific Checklist	A PHS398 Component—titled PHS 398 Checklist
Assurances/Certification Explanation	A PDF Attachment in the PHS 398 Checklist Component, Section 5

*Cover Letter*—Stored separately in the eRA Electronic Grant folder but not as a part of the main grant application. Is accessible only to appropriate NIH staff, but not peer reviewers.

*Appendix*—Stored separately in the eRA Electronic Grant folder but not as part of the main grant application. Is accessible to appropriate NIH staff and peer reviewers.