RESEARCH PLAN:

Do you have any guidelines as to what to include in the 3-page research plan? Should I include career goals and objectives or just the details of the research?

The research plan should focus on the research you are proposing.

We don't specify a particular format for the 3-page research plan. However, others have used some or all of the following sections in their research plans:

- Aims / Hypothesis
- Significance & Innovation (if appropriate)
- Approach / Study Design
- Impact

We don't specify that literature references need to be included with the research plan, but most people do include them. However, the research plan can be a full three pages -- the bibliography (literature cited) does not count toward the 3-page limitation.

Margins should not be less than 0.5" -- but it's better to have margins of 0.75" or 1" if possible. Font size should not be less than 11 point.

NOMINATION LETTERS:

Who should the nomination letters be addressed to?

The nomination letters can be addressed to:
  Selection Committee
  Foundation Name
  Name of Funding Opportunity

The salutation can be:
  Dear Selection Committee Members:

BIOSKETCH:

What does the biosketch need to include? Does it have to reflect current and past funding? Does it have to be in the latest NIH format?

The biosketch should include:
- Personal Statement
- Positions and Honors
- Selected Peer-reviewed Publications
- Research Support
  - Ongoing Research Support
  - Completed Research Support
Yes, the biosketch should reflect current and past funding, and it should also be in the latest NIH format.

You can download the NIH "Biographical Sketch Sample" (which includes the form) at this webpage: http://grants.nih.gov/grants/funding/phs398/phs398.html

The specific link to the document is: http://grants.nih.gov/grants/funding/phs398/biosketchsample.doc

If you need additional clarification or have any other questions, contact us at (limitedsubmissions@umich.edu).