

## CMRF COLLABORATIVE RESEARCH APPLICATION CHECK LIST

- This Checklist
- CMRF Face Page
- CMRF Summary Page
- Signed Cost Share Agreement Page
- Abstract page (PHS 398 Form Page 2)
- Table of Contents (CMRF Form Page)
- Budget, including budget justification (PHS 398 Form Pages 4 and 5)
- Biographical Sketch of PI, co-PI and all co-investigators (PHS 398 Form Page)
- Other Support Pages for PI, co-PI, and all co-investigators (PHS 398 Format; if you work within the lab of a more senior investigator, you must include their Other Support pages, even if this person is not a co-investigator on your CMRF project.)
- Resources (PHS 398 Form Page)

***For revised CMRF application only***

- Copy of previous reviews (inserted before Research Plan)
- One-page introduction / response to critique (inserted before Research Plan)
- Research Plan:

- Specific Aims
  - Background & Significance
  - Preliminary Studies/Progress Report
  - Methods & Research Design
- (10-page limit – for these 4 sections of the Research Plan Applications containing more than 10 pages will not be accepted.)**

- Human Subjects (if applicable, 2-page limit)
- Vertebrate Animals (if applicable, 2-page limit)
- Bibliography (2-page limit)
- Consortium/contractual arrangements
- Consultants

**Appendices:**

- Abstracts of other support for PI and all co-investigators (required; if you work within the laboratory of a more senior investigator, you must include an abstract of their active and pending research projects, even if this person is not a co-investigator on your CMRF project.)
- Letters of support or collaboration (if applicable)
- Publications and Manuscripts (if applicable, three maximum)
- Summary statements from previous extramural review committees (for revised extramural application only; optional, see instructions)
- One-page response to previous extramural reviews (for revised extramural application only; optional, see instructions)