

## RESEARCH & RELATED Senior/Key Person Profile

PROFILE - Project Director/Principal Investigator				
Prefix	* First Name	Middle Name	* Last Name	Suffix
Dr.	Kermit	T.	Frog	
Position/Title: Professor		Department: Animal Sciences		
Organization Name: Rutgers, The State University of New Jersey		Division: Research Administration		
* Street1: 3 Pond Lane		Street2: 2nd Lilypad		
* City: New Brunswick	County: Middlesex	* State: NJ	* Zip Code: 08901	* Country: USA
* Phone Number		Fax Number		* E-Mail
PI's Phone		PI's Fax		PI_Email@rutgers.edu
Credential, e.g., agency login: KTFROG				
* Project Role: PD/PI		Other Project Role Category:		
* Attach Biographical Sketch		<input type="text"/>	<input type="button" value="Add Attachment"/>	<input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>
Attach Current & Pending Support		<input type="text"/>	<input type="button" value="Add Attachment"/>	<input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>

PROFILE - Senior/Key Person 1				
Prefix	* First Name	Middle Name	* Last Name	Suffix
Position/Title:		Department:		
Organization Name:		Division:		
* Street1:		Street2:		
* City:	County:	* State:	* Zip Code:	* Country: USA
* Phone Number		Fax Number		* E-Mail
Credential, e.g., agency login:				
* Project Role:		Other Project Role Category:		
* Attach Biographical Sketch		<input type="text"/>	<input type="button" value="Add Attachment"/>	<input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>
Attach Current & Pending Support		<input type="text"/>	<input type="button" value="Add Attachment"/>	<input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>
<input type="button" value="Reset Entry"/>		<input type="button" value="Next Person"/>		

ADDITIONAL SENIOR/KEY PERSON PROFILE(S)	<input type="text"/>	<input type="button" value="Add Attachment"/>	<input type="button" value="Delete Attachment"/>	<input type="button" value="View Attachment"/>
Additional Biographical Sketch(es) (Senior/Key Person)	<input type="text"/>	<input type="button" value="Add Attachment"/>	<input type="button" value="Delete Attachment"/>	<input type="button" value="View Attachment"/>
Additional Current and Pending Support(s)	<input type="text"/>	<input type="button" value="Add Attachment"/>	<input type="button" value="Delete Attachment"/>	<input type="button" value="View Attachment"/>

OMB Number: 4040-0001  
Expiration Date: 04/30/2008

### Tips for completing the Senior/Key Person Profile

- Much of the information for the PD/PI is automatically populated from the SF 424 R&R form.
- **The Credential, e.g. agency login is the assigned Commons UserName in all capital letters.** This field is required for the PD/PI, and applications will not pass agency validations requirements without this field correctly completed.

- Current and Pending support information is not required at time of application submission, unless specifically required in the FOA. This information may be requested later in the pre-award cycle.

### **Tips for Completing the Biographical Sketch**

<p><u>Biographical Sketch</u></p>	<p>Provide a biographical sketch for the PD/PI. Recommended information includes: Education and Training, Research and Professional Experience, Collaborators and Affiliations (for conflicts of interest), Publications and Synergistic Activities. Save the information in a single file.</p> <p>The biographical sketch should follow this format: Use the sample <i>format</i> on the <a href="http://grants.nih.gov/grants/funding/424/SF424R-R_biosketch.doc">Biographical Sketch Format Page</a> <a href="http://grants.nih.gov/grants/funding/424/SF424R-R_biosketch.doc">http://grants.nih.gov/grants/funding/424/SF424R-R_biosketch.doc</a> to prepare this section for <b>all</b> (modular <i>and</i> other) grant applications. Include biographical sketches of all <b>Senior/Key Personnel and Other Significant Contributors</b>. The Biographical Sketch may not exceed four pages per person. This 4-page limit includes the table at the top of the first page.</p> <p>If the individual is registered in the eRA Commons, include the assigned Commons User Name. This data item is currently optional.</p> <p>Complete the educational block at the top of the format page, and complete Sections A, B, and C.</p> <p><b>A. Positions and Honors.</b> List in chronological order previous positions, concluding with your present position. List any honors. Include present membership on any Federal Government public advisory committee.</p> <p><b>B. Selected peer-reviewed publications or manuscripts in press (in chronological order).</b> Do not include manuscripts submitted or in preparation.</p> <p><b>C. Research Support.</b> List both selected ongoing and completed (during the last three years) research projects (Federal or non-Federal support). Begin with the projects that are most relevant to the research proposed in this application. Briefly indicate the overall goals of the projects and responsibilities of the key person identified on the Biographical Sketch. <i>Do not include number of person months or direct costs.</i></p> <p>Don't confuse "Research Support" with "Other Support." Though they sound similar, these parts of the application are very different. As part of the biosketch section of the application, "Research Support" highlights your accomplishments, and those of your colleagues, as scientists. This information will be used by the reviewers in the assessment of each individual's qualifications for a specific role in the proposed project, as well as to evaluate the overall qualifications of the research team. In contrast, "Other Support" information is required for all applications that are selected to receive grant awards. NIH staff will request complete and up-to-date "other support" information from you after peer review. This information will be used to check that the proposed research has not already been Federally-funded.</p>
<p><u>Current &amp; Pending Support</u></p>	<p>Unless otherwise required in a specific FOA, do not use this attachment upload for NIH and other PHS agency submissions. This information is no longer required at the time of application submission. This information may be requested later in the pre-award cycle.</p>