# NIH Facilities & Other Resources Guidelines and Template

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***Guidelines***

1. ***Format:***
   1. *No page limit*
   2. *Margins min. 0.5”*
   3. *NIH-recommended fonts: Arial, Georgia, Helvetica, Palatino Linotype*
2. ***Content:***
   1. *Describe how the scientific environment in which the research will be done contributes to the probability of success (e.g., institutional support, physical resources, and intellectual rapport). In describing the scientific environment in which the work will be done, discuss ways in which the proposed studies will benefit from unique features of the scientific environment or from unique subject populations or how studies will employ useful collaborative arrangements.*
   2. *Describe any special facilities used for working with biohazards and any other potentially dangerous substances. Note: Information about select agents must be described in the Research Plan, Select Agent Research.*
   3. *For early stage investigators (ESIs), describe institutional investment in the success of the investigator. See* [*NIH's New and Early Stage Investigator Policies*](https://grants.nih.gov/policy/early-investigators/index.htm)*. Your description may include the following elements:*
      1. *Resources for classes, travel, or training; collegial support, such as career enrichment programs, assistance and guidance in the supervision of trainees involved with the ESI's project, and availability of organized peer groups; logistical support, such as administrative management and oversight and best practices training; financial support, such as protected time for research with salary support.*
   4. *For Multi Component Grant, FOA may require a separate document for each component individually*
   5. *If there are multiple performance sites, describe the resources available at each site.*
   6. ***Typical categories and brief instructions are outlined below***
3. *When form is complete:*
   1. *Remove this box*
   2. *Save file as “Resources”*

**SCIENTIFIC ENVIRONMENT**

Insert 1-2 paragraphs on your institution’s scientific environment (level, amount of research, close proximity of researchers to one another, prestige of your university, how this environment will enhance this research, any support provided by the university for this project including space, staff time, informal collegial support, etc.)

**CLINICAL**

Include 1 paragraph on each clinical site if clinical studies will be performed.

**LABORATORY**

Include 1 paragraph for each Key Personnel’s laboratory. If other Labs/Cores on campus will be used, include 1 paragraph description of each of these as well. Conclude each description with 1 sentence on how each Lab/Core will be used for this project.

**ANIMAL**

If animal studies are involved, include 1 paragraph description of each animal facility including operating rooms, recovery facilities, imaging, veterinary care and support, and vivarium including the services provided in each.

**OTHER**

Include 1 paragraph descriptions of your Department and any other institutes/areas/support on your campus that will help contribute to this project (i.e., support from your CTSA, Dean’s Office, etc.)

**OFFICE**

Ensure that all key personnel have appropriate office space and equipment. Include square footage, any resources or equipment that will specifically be used for this project.

**COMPUTERS**

If not described above, ensure that all key personnel have appropriate computer equipment to carry out the required work including access to shared files, databases, network connections, etc. Please note that this is separate from any specific computer equipment that should be included in the Equipment document.