

6. Training in the Responsible Conduct of Research

Who must complete the "Training in the Responsible Conduct of Research" attachment:

The "Training in the Responsible Conduct of Research" attachment is required.

Format:

Follow the page limits for the Training in the Responsible Conduct of Research in the [NIH Table of Page Limits](#) unless otherwise specified in the FOA.

Attach this information as a PDF file. See NIH's [Format Attachments](#) page.

Content:

Mentored CDA applications should describe a plan to acquire instruction in the responsible conduct of research (RCR).

Non-mentored (independent) CDA applications should describe a plan to obtain or provide instruction in RCR, depending on your level of experience with RCR.

Attach a description of plans for obtaining or providing instruction in RCR. This section should document prior instruction or participation in RCR training during the applicant's current career stage (including the date instruction was last completed). This section should also propose plans to either receive instruction or provide instruction (e.g., to participate as a course lecturer) to meet the frequency requirement of RCR training (see the "For more information section" below).

The plan must address the five required instructional components outlined in the NIH Policy on Instruction in the Responsible Conduct of Research (RCR), as more fully described in the [NIH Grants Policy Statement, Section 12.4.1.4: Training in the Responsible Conduct of Research](#).

1. **Format:** Describe the required format of instruction, i.e., face-to-face lectures, coursework, and/or real-time discussion groups (a plan with only on-line instruction is not acceptable).
2. **Subject Matter:** Describe the breadth of subject matter (e.g., conflict of interest, authorship, data management, human subjects and animal use, laboratory safety, research misconduct, research ethics).
3. **Faculty Participation:** Describe the role of the mentor(s) and other faculty involvement in the instruction.
4. **Duration of Instruction:** Describe the number of contact hours of instruction, taking into consideration the duration of the program.
5. **Frequency of Instruction:** Instruction must occur during each career stage and at least once every four years. Document any prior instruction during the applicant's current career stage, including the inclusive dates instruction was last completed.

The plan may include career stage-appropriate individualized instruction or independent scholarly activities. Instruction and activities should enhance the applicant's understanding of ethical issues related to their specific research activities and the societal impact of that research. The role of the mentor in RCR instruction must be described.

Renewal Applications: Describe the RCR instruction activities undertaken during the previous project period as well as future plans for RCR instruction.

For more information:

See the [NIH Grants Policy Statement, Section 12.4.1.4: Training in the Responsible Conduct of Research](#).

Other Candidate Information Section

7. Candidate's Plan to Provide Mentoring

Who must complete the "Candidate's Plan to Provide Mentoring" attachment:

Include the "Candidate's Plan to Provide Mentoring" attachment only when required by the FOA, (e.g., K05 and K24).

Format:

Follow the page limits for the Candidate's Plan to Provide Mentoring in the [NIH Table of Page Limits](#) unless otherwise specified in the FOA.

Attach this information as a PDF file. See NIH's [Format Attachments](#) page.

Content:

The plan should provide information about both the candidate's commitment to serve as a mentor to other investigators and the candidate's previous mentoring activities. State the candidate's proposed percent effort commitment to the mentoring plan, expressed in person months. For more information about calculating person months, see NIH's [Frequently Asked Questions on Person Months](#).

Describe proposed mentoring activities: Describe the setting for mentoring and provide information about the available pool of mentees with appropriate backgrounds and similar interests in science as the candidate. Include information sufficient for reviewers to evaluate the quality of the proposed mentoring experience, including the professional levels of mentees and the frequency and kinds of mentoring interactions between the candidate and mentees. Describe the productivity of the mentoring relationship for the scientific development of the new scientists as judged by their publications and current research activities.

Describe past mentoring activities: Include sufficient information on the candidate's past mentees so that reviewers can evaluate the quality of prior mentoring experiences. Include information such as the professional levels of mentees, and the frequency and kinds of mentoring interactions between the candidate and mentees.

Senior level (K05) candidates: Describe any financial and material support from your own funded research and research resources that will be available to your mentees.