

**SPH SUPPORT FOR NEW AND RENEWAL T32 APPLICATIONS
POLICY & PROCEDURES FOR REQUESTING SUPPORT**

Last update: 06.03.2022

Overview:

The School of Public Health (SPH) is committed to supporting NIH Institutional Training Grants, otherwise known as Ruth L. Kirschstein National Research Service Awards (NRSA). The goal of T32 grants is to “enhance predoctoral and postdoctoral... research training, and to help ensure that a diverse and highly trained workforce is available” to meet the needs of the Nation’s research agenda ([PA-20-142](#)).

T32 grants are important for our students, providing a mechanism to support their training as researchers. They are competitive, so they are also important for our reputation as a top research institution. They enhance our ability to recruit and train diverse students, which will subsequently enhance the diversity of the research community.

Despite the advantages of the T32 grant, preparing a new or renewal application is labor intensive, which can discourage faculty members from developing a proposal. Given the importance of this mechanism, the SPH is piloting an initiative to cover administrative support for preparing T32 applications. Details are summarized below.

Available support and who to contact:

- Administrative assistance to prepare the application – provided by the Office of the Dean
 - 50% FTE coverage for 3 months for a research coordinator or a graduate student research assistance, or the equivalent. This can be adjusted to meet the schedule for preparing the application (e.g., 25% FTE coverage for 6 months instead of 50% for 3 months).
 - To request administrative support contact the Associate Dean for Research by email (SPHADR@uw.edu)
 - The PI is responsible for identifying an appropriate person to serve this function; the Dean’s Office does not have staff to provide surge capacity support
- Grants management support – provided by the Departmental Grants Manager
 - Assistance with budgets, forms, and routing the application through OSP
 - To request grants management support, contact your departmental grants manager
- PI FTE – provided by Departments
 - FTE to cover the effort of the PI for writing and administering funded training grants is determined at the department level.
 - To discuss FTE support for the PI, contact your department chair