

Appendix

Refer to the FOA to determine whether an Appendix is allowed in your application.

Note: The Appendix policy will be changing as of January 24, 2017. Please note that there are two sets of instructions below, based on the application due dates.

For applications submitted for due dates on or after January 25, 2017:

Format:

A maximum of 10 PDF attachments is allowed in the Appendix. If more than 10 Appendix attachments are needed, combine the remaining information into attachment #10. Note that this is the total number of Appendix items, not the total number of publications.

For materials that cannot be submitted electronically or materials that cannot be converted to PDF (e.g., medical devices, prototypes, DVDs, CDs), applicants should contact the Scientific Review Officer following notification of assignment of the application to a study section. Applicants are encouraged to be as concise as possible and submit only information essential for the review of the application.

Do not use the Appendix to circumvent the page limits of the Research Strategy or any other section of the application for which a page limit applies. For additional information regarding Appendix material and page limits, please refer to the NIH Guide Notice on [Compliance with NIH Application Format and Content Instructions](#).

Use filenames for attachments that are descriptive of the content.

A summary sheet listing all of the items included in the Appendix is encouraged but not required. When including a summary sheet, it should be included in the first Appendix attachment.

Content:

The only allowable Appendix materials are:

For applications proposing clinical trials (unless the FOA provides other instructions for these materials):

- Clinical trial protocols
- Investigator's brochure from Investigational New Drug (IND), as appropriate.

For all applications:

- Blank informed consent/assent forms
- Blank surveys, questionnaires, data collection instruments
- FOA-specified items
 - If Appendix materials are required in the FOA, review criteria for that FOA will address those materials, and applications submitted without those Appendix materials will be considered incomplete and will not be reviewed.

Note: Applications that do not follow the Appendix requirements will not be reviewed. Applications submitted for due dates on or after January 25, 2017 will be withdrawn and

not reviewed if they are submitted with Appendix materials that are not specifically listed in this section.

For more Information:

- Information that expands upon or complements information provided in any section of the application – even if it is not required for the review – is not allowed in the Appendix unless it is listed in the allowed Appendix materials above. For more information, please see the NIH Guide Notice on [Compliance with NIH Application Format and Content Instructions](#).
- Unless the FOA requires that certain information be included in the Appendix, failure of reviewers to address Appendix materials in their reviews is not an acceptable basis for an appeal of initial peer review. For more information, please see the NIH Guide Notice on [Appeals of NIH Initial Peer Review](#).

Additional Instructions for Multi-project:

Overall and Other Components: The “Appendix” attachment is optional.

Additional Instructions for SBIR/STTR:

Phase I SBIR/STTR Applications: Do not include appendices unless specifically solicited by NIH.