Need Help Determining Organization Funding Levels for R15 Eligibility?

To be eligible to apply for an NIH R15 Research Enhancement Award, the total NIH funding received by the components specified in the funding opportunity announcement of the applicant institution cannot be more than $6 million in 4 of the last 7 fiscal years. Note that a federal fiscal year is from October 1 through September 30 and all activity codes are included in this calculation except the following: C06, S10, and all activity codes starting with a G.

For Academic Research Enhancement Awards (AREA), the $6 million funding limit includes the collective funding for all the non-health professional components of the institution.

For the Research Enhancement Award Program (REAP), the $6 million funding limit includes the collective funding for all the components of the institution.

If you need help determining your organization’s level of NIH funding by component, NIH has public tools that provide information on funding. RePORT provides access to information on NIH awards by awardee organization through its RePORTER and NIH Awards by Location subsites. Using RePORTER and the pivot table capabilities in Excel is more efficient, as it allows for searching across multiple years, but it requires a user to manipulate the data using pivot tables. Award by Location is an easy to use and intuitive tool, but it requires the user to search one year at a time.

Determining Organizational Funding Levels Using Data from RePORTER and Excel Pivot Tables

Determining Organizational Funding Levels by Manually Compiling Data from RePORT’s Award by Location Tool
Steps for Determining Organizational Funding Using Data from RePORTER and Excel Pivot Tables

You can use NIH Reporter to manually collect the financial totals for each component in each fiscal year, but you can also use the procedure described below to extract this information in a single operation. Note: This procedure will be easier if you have some experience with Excel pivot tables.

First, export organization data from NIH Reporter using the directions below:

On the NIH Reporter query screen:
1. In the Fiscal year (FY) field, Click Select and select the last 7 fiscal years.
2. In the Organization section, click Lookup to search for your organization and select the correct organization from the list.
3. Click Submit Query.
4. When the search results appear, select “All Projects” in the Export field and click Go.

a. A pop-up screen opens. In the “All” Tab, choose the Excel option and check the All checkbox. Then uncheck the “Export Search Criteria” box.

5. Click Export, and when the export is ready, click to save it:

```
Export complete.

CLICK HERE TO SAVE THE FILE.

Elapsed Time: 0 min, 56 sec.
```
Next, open the export file and generate pivot tables to summarize the data:

1. Highlight all of the data, select “Insert” in the top menu and click the **Pivot Table** icon:

   ![Image of Excel Pivot Table](image)

2. Ensure that the correct data range is selected, choose “**New Worksheet**” for the PivotTable destination, then select OK.

   ![Image of Create PivotTable dialog](image)

**Working with the pivot tables:**

*On the far right-hand side of the screen, you will see the PivotTable menu*

1. In the top section of the menu:
   a. Hover over the “**FY**” field in the list and drag this into the “**Rows**” area below
   b. Hover over the “**Organization Type**” field and drag this into the “**Columns**” area below
   c. Hover over the “**FY Total Costs by IC**” and drag this into the “**Values**” area below
2. In the “Values” area, select the drop-down arrow next to “FY Total Cost by IC” and select “Value Field Settings”.
   a. In the “Value Field Settings” window, ensure that “Sum” is selected. Then click OK.
3. If you want to narrow the data by “Organization Type”, click on drop-down arrow next to the field and deselect from the list all schools you want to exclude (Health Professional Schools for example).
4. The resulting data should look something like this:

<table>
<thead>
<tr>
<th>Row Labels</th>
<th>Sum of FY Total Cost by IC</th>
<th>Column Labels</th>
<th>Grand Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>SCHOOLS OF ARTS AND SCIENCES</td>
<td>SCHOOLS OF ENGINEERING</td>
</tr>
<tr>
<td>2013</td>
<td>$2,318,930.00</td>
<td>$290,127.00</td>
<td>$2,609,057.00</td>
</tr>
<tr>
<td>2014</td>
<td>$1,714,779.00</td>
<td>$396,064.00</td>
<td>$2,110,843.00</td>
</tr>
<tr>
<td>2015</td>
<td>$1,946,094.00</td>
<td>$768,661.00</td>
<td>$2,714,755.00</td>
</tr>
<tr>
<td>2016</td>
<td>$1,591,252.00</td>
<td>$1,591,252.00</td>
<td></td>
</tr>
<tr>
<td>2017</td>
<td>$1,776,543.00</td>
<td>$1,776,543.00</td>
<td></td>
</tr>
<tr>
<td>2018</td>
<td>$1,985,900.00</td>
<td>$1,985,900.00</td>
<td></td>
</tr>
<tr>
<td>Grand Total</td>
<td>$11,333,498.00</td>
<td>$1,454,852.00</td>
<td>$12,788,350.00</td>
</tr>
</tbody>
</table>

Note: If you are close to the R15 funding limit for eligibility and need to determine levels of funding to the activity codes that get excluded from the calculation (C06, S10, and all activity codes starting with a G) hover over the "Activity" field and then drag to the "Columns" area. Use the drop-down arrow next to the field label to select only the activity codes you are interested in.
Determining Organizational Funding Levels by Manually Compiling Data from RePORT’s Award by Location Tool

1. Go to the RePORT home page.
2. Click on Awards by Location

3. Select the Fiscal Year of interest (the tool searches one year at a time, so you would need to re-run the query for each of the last 7 fiscal years):

4. Start Typing the organization name in Organization and click Select.
5. Select the correct organization from the pop-up box and click **Submit Query**.

6. Scroll down the page to see query results and select **Institution** from the drop down in the table header.

Note: If you are close to the R15 funding limit for eligibility and need to determine levels of funding to the activity codes that get excluded from the calculation (C06, S10, and all activity codes starting with a G), use the **Export to Excel** feature, or use the **By Funding Mechanism** tab to drill down to the grant level data.