

NIH Biographical Sketch Supplement

This NIH Biographical Sketch Supplement provides instructions for submission by each individual identified as a [senior/key person](#) on a Federally funded research project submitting a Biographical Sketch Common Form. For NIH, these instructions also apply to all other individuals required to submit a biographical sketch.

This format page should be appended to the respective Biographical Sketch Common Form of each individual submitting a biographical sketch for NIH.

The format of the NIH Biographical Sketch Supplement is provided below.

*** = required**

***Identifying Information**

***Name:** Enter the name of the senior/key person (Last Name, First Name, and Middle Name, including any applicable suffix).

***Persistent Identifier (PID) of the Senior/Key Person:** Enter the PID of the senior/key person. The PID is a unique, open digital identifier that distinguishes the individual from every other researcher with the same or a similar name. For NIH, the PID used must be an Open Researcher and Contributor ID (ORCID) ID and must be linked to the individuals' eRA Commons Personal Profile.

***Position Title:** Enter the current position title of the senior/key person.

***Organization and Location**

Name: Enter the name of the primary organization of the senior/key person.

Location: Enter the City, State/Province, and Country where the primary organization is located. If the State/Province is not applicable, enter N/A.

***Personal Statement**

Briefly describe why you are well-suited for your role(s) in this project. Relevant factors may include: aspects of your training; your previous experimental work on this specific topic or related topics; your technical expertise; your collaborators or scientific environment; and/or your past performance in this or related fields, including ongoing and completed research projects from the past three years that you want to highlight.

Do not provide citations in the NIH Biographical Sketch Supplement.

Note the following additional instructions for ALL applicants/candidates:

- If you wish to explain factors that affected your past productivity, such as family care responsibilities, illness, disability, or military service, you may address them in this section.

- Indicate whether you have published or created research products under another name.

Note the following instructions for specific subsets of applicants/candidates:

- For institutional research training, institutional career development, or research education grant applications, faculty who are not senior/key persons are encouraged, but not required, to complete the Personal Statement section of the NIH Biographical Sketch Supplement. Please enter N/A in the text field if no Personal Statement will be provided.
- Applicants for dissertation research awards (e.g., R36) should, in addition to addressing the points noted above, also include a description of their career goals, their intended career trajectory, and their interest in the specific areas of research designated in the NOFO.
- The Personal Statement is limited to 3,500 characters.

*** Honors**

List any relevant academic and professional achievements and honors. In particular:

- Students, postdoctorates, and junior faculty should include scholarships, traineeships, fellowships, and development awards, as applicable.
- Clinicians should include information on any clinical licensures and specialty board certifications that they have achieved.
- The Honors section is limited to no more than 15 entries.

*** Contributions to Science:**

All senior/key persons should complete the "Contributions to Science" section. Please enter N/A in the text field if no Contributions to Science will be provided.

Briefly describe up to five of your most significant contributions to science. The description of each contribution should be no longer than one half page.

While all applicants may describe up to five contributions, graduate students and postdoctorates may wish to consider highlighting two or three they consider most significant.

For each contribution, indicate the following:

- the historical background that frames the scientific problem;
- the central finding(s);
- the influence of the finding(s) on the progress of science or the application of those finding(s) to health or technology;
- and your specific role in the described work.
- Figures, tables, or graphics are not allowed.

You may reference up to five products listed in the Other Significant Products section of your Biographical Sketch Common Form that are relevant to the contributions described in this section.

There is no specific format for referencing the products in this section, however, it is recommended to refer to the title, use the author's last name, publication, and/or year of publication for ease of reference.

Do not provide citations in the NIH Biographical Sketch Supplement.

Descriptions of contributions may include a mention of research products under development, such as manuscripts that have not yet been accepted for publication. These contributions do not have to be related to the project proposed in this application.

Each Contribution to Science is limited to 2,000 characters.

***Certification**

Each senior/key person is required to complete the following certifications regarding the information provided in their Biographical Sketch:

I certify that the information provided is current, accurate, and complete. This includes but is not limited to information related to domestic and foreign appointments and positions.

I also certify that, at the time of submission, I am not a party to a [malign foreign talent recruitment program](#).

Misrepresentations and/or omissions may be subject to prosecution and liability pursuant to, but not limited to, 18 U.S.C. §§ 287, 1001, 1031 and 31 U.S.C. §§ 3729-3733 and 3802.

Signature¹:

Date:

Note: A Privacy Act and Burden Statement must appear on the NIH Biographical Sketch Supplemental Format Page. Each Federal research funding agency that elects to use these forms must replace the following language and incorporate their specific System of Records Notice in their PRA common forms request submitted to OMB/OIRA for clearance.

***Privacy Act and Burden Statement:**

Public reporting burden for this collection of information is estimated to average two hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. **An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number.** Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to:

NIH, Project Clearance Branch
ATTN: PRA (0925-0001 and 0925-0002)
6705 Rockledge Drive, MSC 7974
Bethesda, MD 20892-7974

¹ To be acceptable to the Federal research funding agency, the date of the signature must be within the past 12 months from when the document is submitted to the Federal research funding agency.

Do not return the completed form to this address.

INSTRUCTIONS - MUST USE SCIENCE