

REFERRAL AND ASSIGNMENT

- **Where do I find rosters of study sections managed by the NIH Center for Scientific Review (CSR)?**

On the NIH [Center for Scientific Review](#) (CSR) Web site, go to [CSR Study Section Roster Index](#).

- **Should I request assignment to a specific study section(s) and/or an IC (NIH Institute or Center) in the cover letter with my application?**

It is a good idea to request assignment provided you are familiar with all the potential study sections and the Institutes and Centers (ICs). Most applicants will request a study section, and let CSR determine the appropriate IC. However, if you do not request a study section, the CSR will assign your application to an appropriate study section. For descriptions of the CSR [Integrated Review Groups](#) and [study sections](#) and a tool for searching study section descriptions, go to <http://cms.csr.nih.gov/PeerReviewMeetings/CSRIRGDescription/>.

- **What should I do if I do not like the scientific review group (i.e., the study section) assigned to my application by the CSR?**

If you are not happy with the assignment made by the CSR, you can call the [Scientific Review Officer](#) (SRO) for the assigned study section and/or the SRO of another desired/possible study section to discuss an alternate assignment.

- **The study section I requested was not assigned to my application. What should I do?**

Contact the CSR Referral Office (Ph: 301-435-0715) to discuss the issue. It is possible the requested study section did not have the appropriate expertise, or there was a potential conflict, or it was just an oversight.

- **What should I do if I do not like the IC (NIH Institute or Center) or IC program office assigned to my application?**

If you think your application has not been assigned to the correct NIH IC, you may call the CSR Referral Office (Ph: 301-435-0715) to ask that consideration be given to change the IC assignment or to request a dual assignment with another IC.

If you think your application has not been assigned to the correct program office within the NCI, you may call the NCI Referral Office (Ph: 301-496-3428) and speak to a Referral Officer about a possible program reassignment.

- **Should I check the roster of peer reviewers for the assigned review group?**

Yes. Make sure that there are no conflicts in the roster and that the roster includes members who have an understanding of your research area. Contact the [SRO](#) if you have concerns.

- **What applications are peer reviewed through NCI-managed review groups and why?**

NCI oversees [initial peer review](#) of applications with Institute-specific requirements to ensure that peer reviewers with the appropriate expertise and experience evaluate the scientific and other merits of the proposed projects.

NCI manages the [peer review](#) of the following:

- All [program projects](#), [center grants](#), [training](#) (except F awards), and [career development](#);
- All grant and cooperative agreement applications received in response to NCI-issued [Requests for Applications](#) (RFAs);
- Certain grant and cooperative agreement applications received in response to some [Program Announcements](#) (PAs), such as specialized centers (P50) and [small grants](#) (R03) with special receipt dates;
- Research and development contract proposals received in response to [requests for proposals](#) (RFPs) and [loan repayment program](#) (LRP) proposals (L30, L40); and
- [Conference grant](#) (R13) and R01 applications for multi-site clinical trials specific to the NCI.

The NIH Center for Scientific Review oversees peer review of [investigator-initiated](#) applications for all other award types.

- **Where do I find rosters of NCI-managed review committees?**

Find them on NCI's [Advisory Boards and Groups](#) page. Chartered [Initial Review Group \(IRG\) subcommittees](#) review training, career development, cancer centers, and the clinical trials cooperative groups. [NCI Special Emphasis Panels](#) review [program projects](#), conference grants, [RFAs](#), contracts, and PAs assigned to NCI for review.

- **Where can I find the name of the SRO who is assigned to manage the peer review of my grant or cooperative agreement application?**

The name of the [SRO](#) is provided with the information about your (successfully submitted) application in your [eRA Commons](#) account.

- **How and when can I obtain information about the status of my application?**

Notification that CSR has assigned your application to an IC and to a scientific review group should be available in your [eRA Commons](#) account within 3 weeks of the submission deadline. If this notification does not appear in this timeframe, please contact the CSR Division of Receipt and Referral (Ph: 301-435-0715).

Your scores should appear in your Commons account within 3 business days, and your summary statement within 30 days after the review. [New Investigators](#) who submitted R01 applications should be able to access their summary statements within 10 days after the review meeting.