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 or more 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 [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.
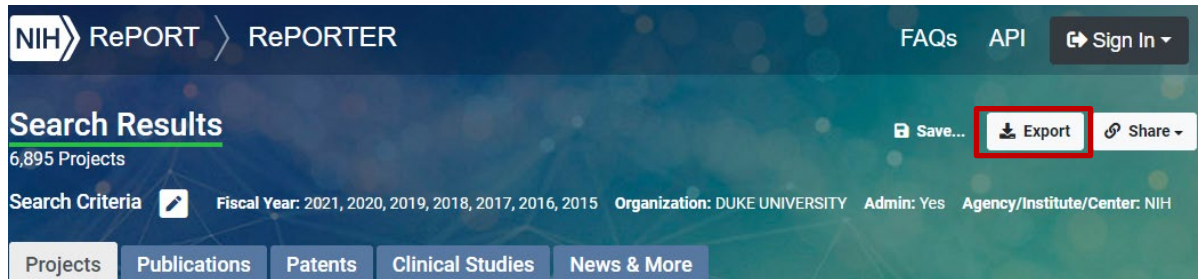
First, export organization data from NIH Reporter using the directions below:

On the [Advanced Projects Search screen](#):

1. In the *Fiscal year (FY)* field, select the last 7 fiscal years.
2. In the *Organization* section, search for your organization and select the correct organization from the list.
3. In the Agency/Institute/Center field, select **National Institutes of Health**
4. Click **Search**.

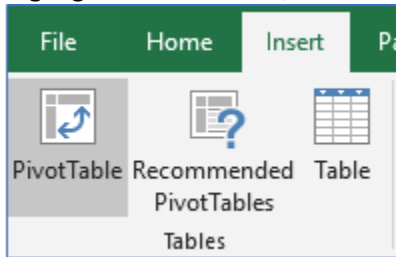5. When the search results appear, click **Export**.

6. A pop-up screen opens. Choose the Excel option and uncheck the "Export Search Criteria" box. Click Export.
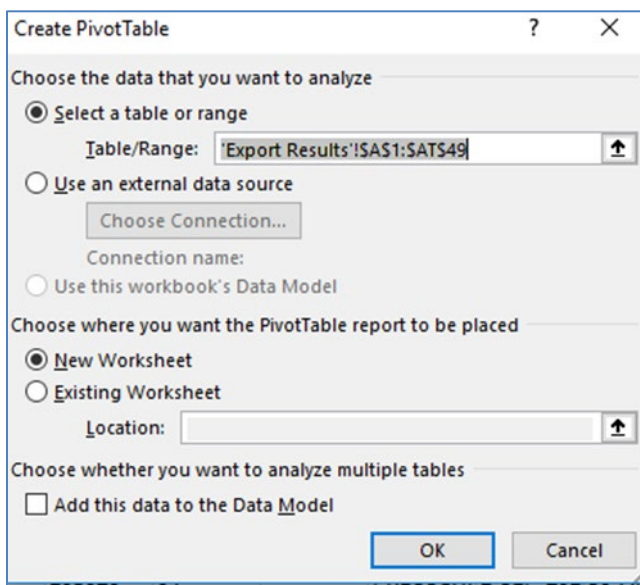
Next, open the export file and generate pivot tables to summarize the data:

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


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


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 "**Total Cost IC**" column and drag this into the "**Values**" area below
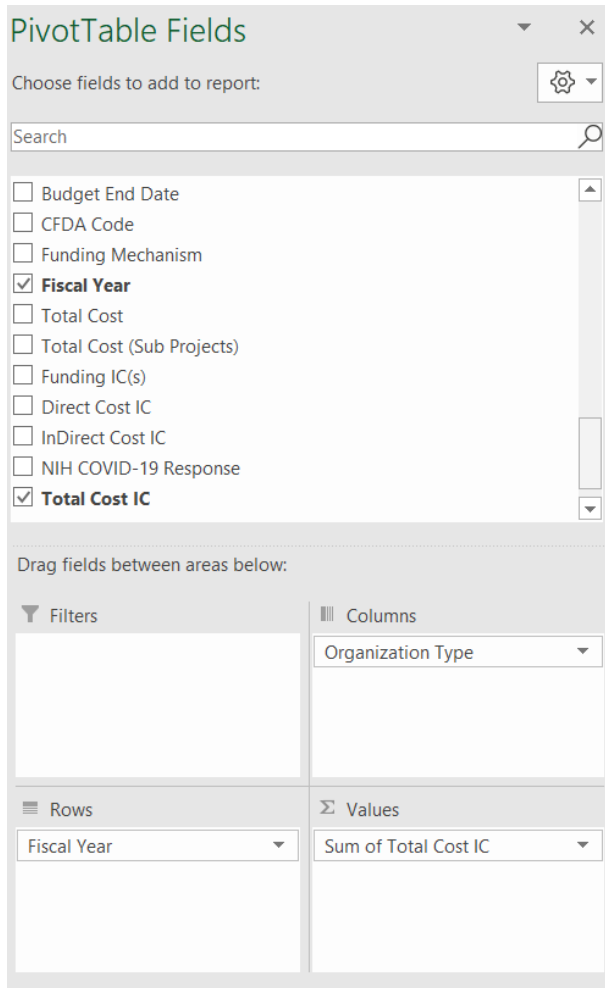
2. In the "**Values**" area, select the **drop-down arrow** next to "**Total Cost IC**" and select "**Value Field Settings**".
   a. In the **"Value Field Settings"** window, ensure that **"Sum"** is selected. Then click **OK.**
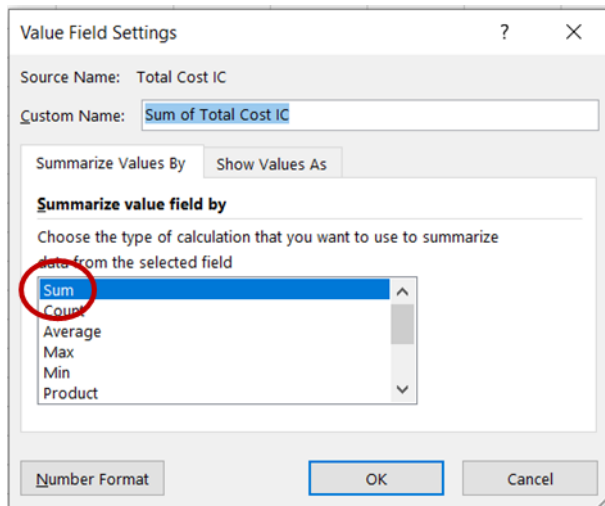
3. If you want to narrow the data by "**Organization Type**," click on **drop-down arrow** next to the field and deselect from the list all schools you want to exclude (Health Professional Schools for example).
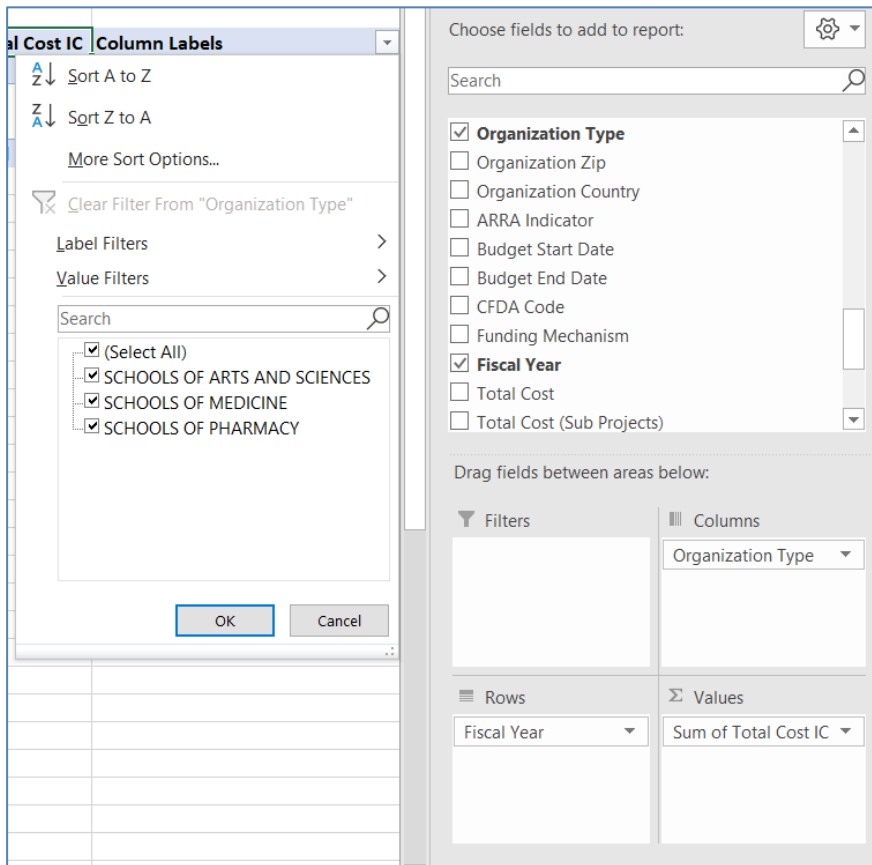

4. The resulting data should look something like this:

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

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 <u>excluded</u> 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**
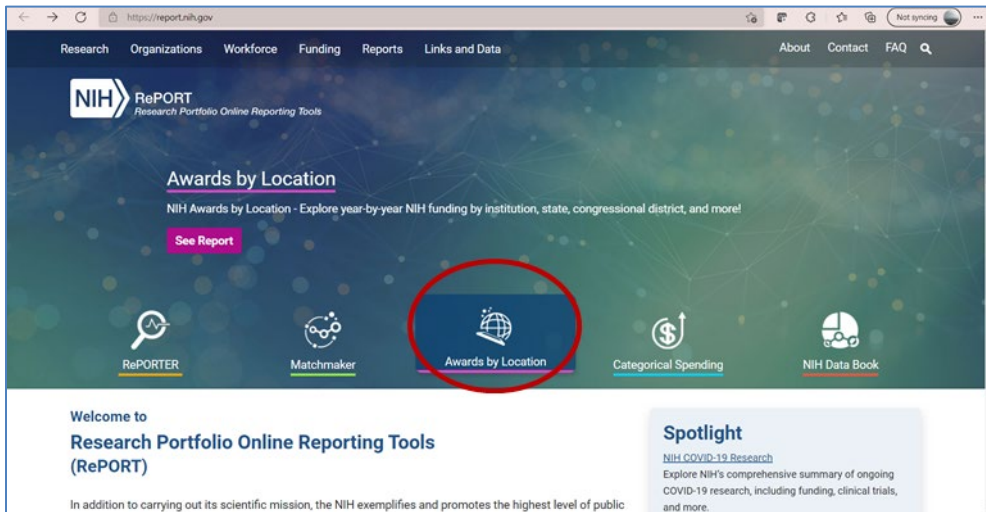
3. Select the **Fiscal Year** of interest (the tool searches one year at a time, so you would need to re-run the query for each of the last 7 fiscal years):
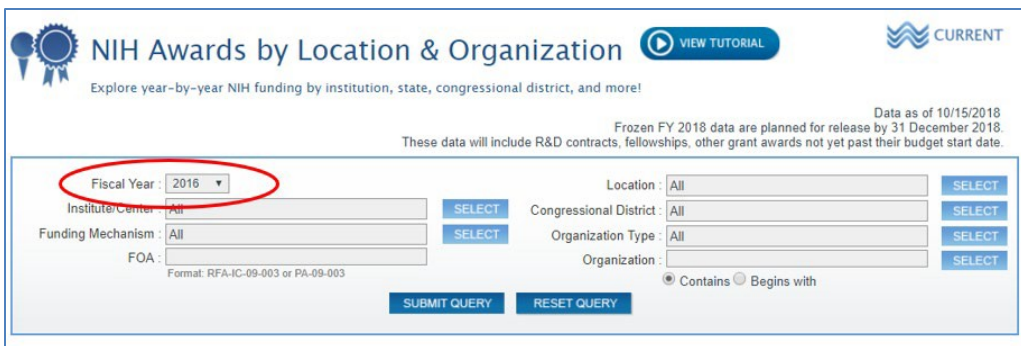
4. Start Typing the organization name in **Organization** and click **Select.**

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.