Supporting National Institutes of Health Grantees through Collaboration: University of Michigan Taubman Health Sciences Library, Medical School Office of Research & Office of Research and Sponsored Projects

Rosenzweig, Merle; Harris, Bethany
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Supporting National Institutes of Health Grantees through Collaboration:

University of Michigan Taubman Health Sciences Library, Medical School Office of Research & Office of Research and Sponsored Projects

Merle Rosenzweig, AMLS
Bethany R. Harris, MSI
Agenda

• Collaborators supporting Researchers & Grantees
• Understanding NIH Public Access Policy
• Assisting with NIH Public Access Compliance
  – Manuscript depositing service
  – Compliance workshop
  – Online research guide
  – EndNote workshop
• Assistance with Revised NIH Grant Application Guidelines
Collaborators’ Mission Statements
“The mission of the health sciences library is to be a valued partner, fully integrated into the work of the university and providing leadership in knowledge management for education, research, patient care, and community outreach.” *
“The Office of Research has a long history of supporting the research mission of the University of Michigan Medical School.” “The Office of Research mission is to foster an environment of innovation and efficiency that serves the University of Michigan Medical School research community and supports biomedical science from insight to impact.”*  

University of Michigan
Office of Research and Sponsored Projects

“ORSP provides high quality and timely support to faculty and research administrators by overseeing proposal processing and submission; reviewing, negotiating, and accepting agreements on behalf of the University; and working with units across campus to administer awards.”

Supporting Grantees

- Understanding the National Institutes of Health Public Access Policy (NIHPAP)
- Resources to Assist with NIHPAP Compliance
“The Director of the National Institutes of Health shall require that all investigators funded by the NIH submit or have submitted for them to the National Library of Medicine’s PubMed Central an electronic version of their final, peer-reviewed manuscripts upon acceptance for publication, to be made publicly available no later than 12 months after the official date of publication: Provided, That the NIH shall implement the public access policy in a manner consistent with copyright law.” *

NIH Funding to UM Medical School

Committed NIH Awards by Federal Fiscal Year

5 Year Trend plus Current FY as of: Jan 21, 2013

Total

<table>
<thead>
<tr>
<th>Federal Fiscal Year</th>
<th>Quarter 1</th>
<th>Quarter 2</th>
<th>Quarter 3</th>
<th>Quarter 4</th>
<th>Total</th>
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<td>2008</td>
<td>$8,995,607</td>
<td>$53,288,471</td>
<td>$110,342,014</td>
<td>$131,809,036</td>
<td>$304,435,128</td>
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<td>2009</td>
<td>$12,600,346</td>
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<td>$112,762,789</td>
<td>$165,979,585</td>
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<td>2010</td>
<td>$15,468,191</td>
<td>$52,850,543</td>
<td>$117,750,796</td>
<td>$175,635,507</td>
<td>$361,704,837</td>
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<td>2011</td>
<td>$15,037,432</td>
<td>$52,255,536</td>
<td>$88,194,578</td>
<td>$145,971,102</td>
<td>$301,458,647</td>
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<td>$15,775,516</td>
<td>$54,666,657</td>
<td>$87,627,787</td>
<td>$142,207,164</td>
<td>$300,277,144</td>
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<td>2013 YTD</td>
<td>$12,976,908</td>
<td>$41,895,699</td>
<td>$78,729,310</td>
<td>$94,217,074</td>
<td>$227,818,991</td>
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</table>

Committed budgets based on dollars from external sponsors whether or not received. Received budgets based on actual confirmed dollars. For units which have always allocated to them in NIH ranking outside of their university unit. The report will give a good trend indication, but not a complete calculation.
Assisting with NIH Public Access Policy Compliance

• Depositing Service
• Lectures
• YouTube Video
• Online Research Guide
• EndNote Workshop
Depositing Service

• Library set up access to the NIH Manuscript Submission System (NIHMS) to deposit publications falling under NIHPAP into PMC

• An email address
  
  nihms-library-support@umich.edu
  
  was developed for our researchers to contact us with requests for assistance

• Five librarians share depositing duties on a rotating schedule
<table>
<thead>
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<th>Number</th>
<th>Pri</th>
<th>Title</th>
<th>Status</th>
<th>Assignees</th>
<th>Last Updated</th>
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<td>568</td>
<td>1</td>
<td>how can I obtain PMCID numbers for Dr. Donato? Dear Jennifer, PMCID</td>
<td>Closed</td>
<td>Jean Song</td>
<td>2 yrs ago</td>
</tr>
<tr>
<td></td>
<td></td>
<td>numbers are obtained after an article has been submitted to the National Institutes of Health Manuscript Submission [more...]</td>
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<td>Deposit needed to PubMed to get PMCID number Dear Pat: We have</td>
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<td>2 yrs ago</td>
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<td></td>
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<td>completed the submission, and its NIHMSID # is 297115. Dr. Manousos</td>
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<td></td>
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<td>will receive a request for approval shortly. Best, Jim [more...]</td>
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<td>566</td>
<td>1</td>
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<td>Closed</td>
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<td></td>
<td></td>
<td>[more...]</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>565</td>
<td>1</td>
<td>[Fwd: deposit] This request never appeared in footprints until I</td>
<td>Closed</td>
<td>Merle Rosenzweig</td>
<td>2 yrs ago</td>
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<td></td>
<td></td>
<td>forwarded it. Has this happened before? From: &quot;Dunkle, Ruth</td>
<td></td>
<td></td>
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<td></td>
<td></td>
<td><a href="mailto:redunckle@umich.edu">redunckle@umich.edu</a> Date: [more...]</td>
<td></td>
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<tr>
<td>564</td>
<td>1</td>
<td>[Fwd: deposit] The manuscript has been deposited. You will receive</td>
<td>Closed</td>
<td>Merle Rosenzweig</td>
<td>2 yrs ago</td>
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<td></td>
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<td>an email message from NIHMS asking that you approve the deposit.</td>
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<td>After approval a PMC [more...]</td>
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<tr>
<td>563</td>
<td>1</td>
<td>RE: article for deposit The manuscript titled Stress and Depression</td>
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<td>2 yrs ago</td>
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<td>among the Oldest-Old: A Longitudinal Analysis has been deposited in</td>
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<td>562</td>
<td>1</td>
<td>article for deposit The manuscript has been deposited. Please let</td>
<td>Closed</td>
<td>Merle Rosenzweig</td>
<td>2 yrs ago</td>
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<td>Dr. Dunkle know that she will receive an email message from NIHMS</td>
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<td>asking that she approves the [more...]</td>
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<tr>
<td>561</td>
<td>1</td>
<td>Help obtaining PMCID Numbers Thanks so much, Scott. I received</td>
<td>Closed</td>
<td>Scott Martin</td>
<td>2 yrs ago</td>
</tr>
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<td></td>
<td></td>
<td>notification that I needed to confirm each of the manuscript</td>
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<td></td>
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<td>submissions. When I followed the link, they [more...]</td>
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<td></td>
</tr>
<tr>
<td>560</td>
<td>1</td>
<td>RE: PMCID It's my week for answering submissions. I'm on vacation</td>
<td>Closed</td>
<td>Scott Martin</td>
<td>2 yrs ago</td>
</tr>
<tr>
<td></td>
<td></td>
<td>today, and hadn't expected anything urgent to come in. I've already</td>
<td></td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>replied to Laura [more...]</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>559</td>
<td>1</td>
<td>Re: PMCID Whose taking this? Laura Gultkin wrote: &gt; Good morning! &gt;</td>
<td>Closed</td>
<td>Merle Rosenzweig</td>
<td>2 yrs ago</td>
</tr>
<tr>
<td></td>
<td></td>
<td>&gt; &gt; I am a Ph.D. student in the school of nursing on a T32 training</td>
<td></td>
<td></td>
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</tr>
<tr>
<td></td>
<td></td>
<td>grant. &gt; There [more...]</td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>
**Login Options**

The NIH Manuscript Submission allows you to submit an electronic version of your peer-reviewed final manuscript for inclusion in PubMed Central. Eligible manuscripts must have been funded by one of the participating groups listed in the login table below.

**Choose a login route:**

<table>
<thead>
<tr>
<th>Route</th>
<th>Users</th>
<th>Policy</th>
</tr>
</thead>
<tbody>
<tr>
<td>NIH &amp; eRA Commons</td>
<td>NIH intramural and extramural scientists</td>
<td></td>
</tr>
<tr>
<td></td>
<td><em>NOTE:</em> eRA Commons account holders now enter login credentials on the &quot;NIH Login&quot; screen.</td>
<td></td>
</tr>
<tr>
<td>publisher</td>
<td>publishers</td>
<td></td>
</tr>
<tr>
<td>HHMI</td>
<td>Howard Hughes Medical Institute investigators</td>
<td></td>
</tr>
<tr>
<td></td>
<td>others</td>
<td></td>
</tr>
</tbody>
</table>

You should use the same login for all subsequent visits.

NIHMS does not maintain these login routes. If you experience problems with your login, please contact the institution that is responsible for the account.

If you do not have an account, myNCBI allows users to create new accounts; click on the myNCBI route to create one.

If you are a PI, you can register for an eRA Commons account at [https://commons.era.nih.gov/commons/registration/registrationinstructions.jsp](https://commons.era.nih.gov/commons/registration/registrationinstructions.jsp).

For more information on how to use this system to submit your manuscript see [User’s Guide](#).

The National Institutes of Health Manuscript Submission (NIHMS) system is a service of NCBI.
<table>
<thead>
<tr>
<th>#</th>
<th>Title</th>
<th>Status</th>
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<tbody>
<tr>
<td>254121</td>
<td>A role for IL-1 Receptor-associated kinase-M in Prostaglandin E2-induced immune suppression post-bone marrow transplantation.</td>
<td>Managing manuscript files</td>
</tr>
<tr>
<td>232602</td>
<td>RANL inhibition is an effective adjuvant for doxorubicin in a prostate cancer bone metastases model.</td>
<td>Managing manuscript files</td>
</tr>
<tr>
<td>201083</td>
<td>Social work practice with lesbian adoptive couples</td>
<td>Managing manuscript files</td>
</tr>
<tr>
<td>185674</td>
<td>Bioengineered internal anal sphincter derived from isolated human internal anal sphincter smooth muscle cells.</td>
<td>Managing manuscript files</td>
</tr>
<tr>
<td>181144</td>
<td>Antecedents of physical activity among family caregivers</td>
<td>Managing manuscript files</td>
</tr>
<tr>
<td>162694</td>
<td>S1R2 regulates attractive eosinophil and repulsive neutrophil chemotaxis through differential sGAP5 expression during lung inflammation.</td>
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<tr>
<td>324595</td>
<td>Experimental approaches to the human renal transcriptome</td>
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</tr>
<tr>
<td>298545</td>
<td>Lupus-prone New Zealand Black/New Zealand White F1 mice display endothelial dysfunction and abnormal phenotype and function of endothelial progenitor cells.</td>
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<tr>
<td>222612</td>
<td>The impact of sociodemographic, treatment, and work support factors on the amount of missed work after breast cancer diagnosis.</td>
<td>Managing manuscript files</td>
</tr>
<tr>
<td>222613</td>
<td>Why Do Women Get Mastectomies?: The Role Of Patients And Their Surgeons In Treatment Decision-Making</td>
<td>Managing manuscript files</td>
</tr>
<tr>
<td>388762</td>
<td>The class A scavenger receptor MARCO is the major phagocytic receptor for Chlordiazepoxide and stimulated by human decidual macrophages</td>
<td>Managing manuscript files</td>
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<tr>
<td>265498</td>
<td>Mammary epithelial-specific ablation of the focal adhesion kinase suppresses mammary tumorigenesis by affecting mammary cancer stem/progenitor cells.</td>
<td>Managing manuscript files</td>
</tr>
<tr>
<td>362843</td>
<td>Induction of Transforming Growth Factor-β1, not Regulatory T cells, Impacts Anti-Viral Immunity in the Lung Following Bone Marrow Transplant</td>
<td>Waiting grant/project information</td>
</tr>
<tr>
<td>143070</td>
<td>Cutting edge: Negative regulation of dendritic cells through acetylation of the nonhistone protein STAP-3.</td>
<td>Managing manuscript files</td>
</tr>
<tr>
<td>112736</td>
<td>Weekend admission and treatment of patients with renal colic: a case of avoidable variation?</td>
<td>Managing manuscript files</td>
</tr>
<tr>
<td>112754</td>
<td>The causal role of cigarette smoking in bladder cancer initiation and progression, and the role of urologists in smoking cessation.</td>
<td>Managing manuscript files</td>
</tr>
</tbody>
</table>
Lecture & YouTube Video

Merle Rosenzweig. National Institutes of Health Public Access Policy [Full Lecture].<http://www.youtube.com/watch?v=xPpdXcKlixM&list=PL60C8DEA78D7E8EFD&index=12>
UM Information about NIH Public Access Policy

NIH Public Access Policy

All investigators funded by the NIH must submit, or have submitted for them, an electronic version of their final, peer-reviewed manuscripts resulting from NIH funding to the National Library of Medicine's PubMed Central upon acceptance for publication. These manuscripts will be made publicly available no later than 12 months after the official date of publication. The NIH shall implement this public access policy in a manner consistent with copyright law.

- Policy Details from UM
- Policy as published on NIH website.

Use My Bibliography to Assure Compliance with NIH's Public Access policy

Principal Investigators (PIs) and Program Directors (PDs) now must use My NCBI's online portal "My Bibliography" to manage their bibliographies. Citations must be added to My Bibliography to ensure that they appear in eRA Commons and thereby become associated with future annual progress reports. My Bibliography helps users address NIH Public Access compliance by assigning the appropriate NIH grant(s) with publications and expedites and facilitates their deposit into the National Institutes of Health Manuscript Submission System (NIHMS).

Resources

- Merle Rosenzweig. UM library, provides a five-part YouTube video lecture about the Public Access policy, complying, submitting to NIHMS, the grant process, and eRA Commons. [October 2012]
- Merle Rosenzweig, UM Library, has developed a guide, National Institutes of Health Public Access Policy (NIHPAP) You can also contact her for assistance, oriley@umich.edu
- PMCID Manual: Posting Articles to PubMed Central Pursuant to the NIH Public Access Policy
  By Mary Yankovit University of Michigan Autism and Communication Disorders Center, February 2011, 10 pages, PDF
- NIH Public Access eRA Commons Requirements for My Bibliography [pdf]
Research Guide
National Institutes of Health Public Access Policy (NIHPAP)

This guide is for NIH grantees and their support staff by providing a clear understanding of the National Institutes’ Public Access Policy (NIHPAP), how to comply, and how to manage publications in eRA Commons using the My Bibliography portal in My NCBI.

About

This tab describes the NIH Public Access Policy, the full-text database known as PubMed Central and its relationship to the policy, and the National Institutes of Health Manuscript Submission (NIHMS) system.

Complying

This tab reviews the steps required to comply with NIH Public Access Policy (NIHPAP). Additional information on what items qualify for deposit, copyright information, journals that automatically submit to NIHMS, and definitions of approved identifiers is also presented.

Submitting to NIH Manuscript Submission System (NIHMS)

This tab provides step-by-step instructions for submitting a manuscript to NIHMS.

The Policy & eRA Commons

This tab describes the relationship between the publications appearing in eRA Commons and the My Bibliography feature in My NCBI, the personal online tool for information management provided by the National Center for Biotechnology Information which is fully integrated with the Entrez system that includes PubMed.

Contact info

Taubman Health Sciences Library
1135 E. Catherine,
Ann Arbor, MI 48109-2038
734-615-8823
Send Email

Links:
- Profile & Guides

Subjects:
- Genetics, Psychiatry, Urology, Family Medicine, Pulmonary and Critical Care Medicine, PubMed, EndNote, National Institutes of Health Public Access Policy

YouTube Video

National Institutes of Health Public Access Policy (Full Lecture)

- Lecture, pt 1: About the Policy
- Lecture, pt 2: Complying
- Lecture, pt 3: Submitting to NIHMS
- Lecture, pt 4: NIHPAP & the Grant Process
Demonstrating Compliance

All communications with NIH relating to the grant process must demonstrate compliance, including:

- All grant proposals, competing & noncompeting
- NIH biosketches
- Annual progress reports
Examples of Citations


Examples, before the PMCID is available:

For Submission Methods A and B, use “PMC Journal - In Process”:
Example: Sala-Torra O, Gundacker HM, Stirewalt DL, Ladne PA, Pogosova-Agadjanyan EL, Slovak ML, Willman CL, Helmfeld S, Boldt DH, Radich JP. Connective tissue growth factor (CTGF) expression and outcome in adult patients with acute lymphoblastic leukemia. Blood. [a publication date within 3 months of when the application, proposal or report was submitted to NIH]. PMCID: PMC Journal - In Process

For Submission Methods C and D, use the NIHMSID:

Note: NIH expects NIH applications, proposals and reports to provide the most up-to-date information available on Public Access Policy compliance. The NIH Manuscript Submission reference number (NIHMSID) or "PMC Journal - In Process" should not be used once the PMCID is available. Previously submitted applications, proposals and reports need not be updated when the PMCID becomes available.

EndNote Workshop
Using EndNote for National Institutes of Health Grant Writing

The National Institutes of Health (NIH) Public Access Policy requires that a PubMed Central identification number (PMCID) be added to the end of a journal citation in grant proposals, progress reports, and the NIH biosketch that may accompany these to show compliance for research that is supported by NIH grant funding. This hands-on class will show you how to use EndNote to meet the formatting of documents now necessary for the NIH grant process.

Location:
Taubman Learning Center, 2802 Medical Sciences Building 2
1137 Catherine Street, Medical Campus (view map) pop up map

Session level: Beginner
Sponsor(s): Taubman Health Sciences Libraries
Presenter(s): Merle Rosenzweig

Tags for this session: endnote, Taubman.
NIH Style

PMC

Assistance with Revised NIH Grant Application Guidelines*

The Changes

• New “Research Strategy” section
  – Condenses 3 individual sections from the previous form into a single section

• The “Research Strategy” now includes:
  – Background and Significance
  – Preliminary Studies/Progress Report
  – Research Design & Methods

• New page limit for “Research Strategy”
  – Limited to 6 or 12 pages

*Enhancing Peer Review at NIH http://enhancing-peer-review.nih.gov/restructured_applications.html
<table>
<thead>
<tr>
<th>Previous Page Limit (Section 2-5 of the Research Plan)</th>
<th>New Page Limit (Research Strategy)</th>
</tr>
</thead>
<tbody>
<tr>
<td>&lt;25</td>
<td>6</td>
</tr>
<tr>
<td>25</td>
<td>12</td>
</tr>
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</table>

*OER Table of Page Limits [https://grants.nih.gov/grants/forms_page_limits.htm](https://grants.nih.gov/grants/forms_page_limits.htm)
Inserting Graphics into Grant Applications & Other MS Word Documents

Workshop & Instructional Video
Inserting Graphics into Grant Applications and Other Word Documents

This workshop offers instruction on the efficient and proper placement of images, charts, and graphics into grant proposal applications. The session will cover basic features in Microsoft Word such as image placement, captioning, and text wrapping. Following a brief presentation and hands-on instruction, instructors will assist you with specific issues you’re encountering in formatting your grant application. The session will cover all versions of Microsoft Word and applies to placement of graphics into any Word document. Please feel free to bring sample documents!

*If you are having problems registering please send an email to oriley@umich.edu*

You can also view a video of this workshop and related documentation online at this url from the Medical School’s Office of Research:
http://www.med.umich.edu/medschool/research/support/proposal.htm#tutorials

The video itself can be accessed from:
*http://hdl.handle.net/2027.42/90854* *

**Location:**
- Learning Resource Center, Medical School, 3950 Taubman Health Sciences Library
- 1135 Catherine Street, Medical Campus (view map) pop up map

**Session level:** Beginner
**Sponsor(s):** Taubman Health Sciences Libraries
**Presenter(s):** Merle Rosenzweig

Tags for this session: NIH Grants, Taubman.
Workshop Recording

Inserting Images into Grant Applications

*Rosenzweig M, Harris B, Mahraj K. Inserting Images into Grant Applications. "http://www.youtube.com/watch?v=F-GV3tNq_78"
that time, we suggested that the N-terminal portion of MYO15 may be involved in signal transduction or another essential hearing process while the motor and tail regions are required for the structural integrity of the neurosensory hair cells. In the course of the past grant cycle several investigators presented evidence for rapid actin turnover (treading) in cochlear explants (Belyantseva et al., 2003; Belyantseva et al., 2005; Delprete et al., 2005; Rzadzinska et al., 2004). This could be interpreted to mean that the N-terminus of MYO15 is not essential for lengthening the stereocilia in explants of the organ of Corti. However, there are two considerations that suggest this data should be interpreted cautiously. First, a recent abstract presented at the ARO suggests that the protein turnover in explants is substantially different than in intact animals (discussed in more detail later). Secondly, it is possible that isoforms including the N-terminus are present in the explants, but they have a dysfunctional motor and are made functional by dimersizing with the introduced isoform that contains only the motor and tail. Further studies would be necessary to assess this possibility. In any case, our collaborator, Dr. Friedman, and his colleague, Dr. Ahmed, recently found mutations in the N-terminal extension of MYO15 (Fig. 1). This finding confirms our hypothesis that the N-terminus of MYO15 is essential, and it compels us to determine the function of it by gene targeting.

The N-terminus of MYO15 is proline rich. This feature is suggestive of roles in protein interactions that regulate the cytoskeleton (discussed in detail in aim 2). Thus, we expect to observe some defect in the actin organization of the hair cells. Northern blots and in situ hybridization assays show that a significant number of Myo15 transcripts skip exon 2 and splice directly from exon 1 to exon 3 producing an isoform without the N-terminal extension (Fig. 1). (Liang et al., 1999). Thus, the phenotype generated by a missense mutation in exon 2 should isolate the role of the N-terminus from other parts of the molecule.

The targeting vector will be electroporated into ES cells, which are the best of all cell lines we have tried for stable karyotype and for producing efficient germ-line transmission. Following treatment with G418, clones will be picked into 5 x 96 well plates and screened for homologous recombinants by PCR. A reverse PCR primer in neo will be paired with a forward primer that will anneal to the endogenous Myo15 locus, but not the targeting vector, i.e. 5' of the targeting vector end (Fig. 2, primers a, b). A forward primer in neo will be paired with a reverse primer between the NcoI site and the KpnI site (primers c, d). Positive control templates will be made and used to establish the sensitivity of one copy detection in ES-cell DNA from 96-well plates (Kendall et al., 1986). We have been successful with PCR screens over larger sizes than the 4.8 kb fragment on the design (Harrison et al., 2000), but we encountered problems with sensitivity; we will screen the
Tutorials on Grant Proposal Preparation Offered by the Office of Research

- "Inserting Graphics into Grant Applications & Other Word Documents"

  This document offers instruction on the efficient and proper placement of images, charts, and graphics into grant proposal applications. Basic features in Microsoft Word such as image placement, captioning, and text wrapping are explained. Workshops on this topic are offered through the Taubman Health Sciences Library, and you can view a video of the workshop online. Contact Merle Rosenzweig for information on upcoming workshops.