

NLM *All of Us* Data Training and Engagement Program



Job Aid for Applying to the *All of Us* Data Training and Engagement for Academic Libraries Program

Applications must be submitted, and all supplemental materials received by 11:59PM Eastern Standard Time on September 29, 2023.

Application Questions

Contact Information

1. Institution (college or university) name:
2. Name of applicant institutional library:
The applicant must be the institutional library. Multiple libraries from the same institution may apply jointly. Only one application per institution may be selected.
3. Name(s) of additional participating library(ies):
4. Name & contact information of the Program Administrator:
Program Administrator - As part of the application process, each institution should designate one individual to be the *All of Us* Libraries Program Administrator for their campus(es). This person is encouraged to reside within a participating library and/or administrative position that can support key decision making regarding the Capacity Building Award. Program Administrator contacts can be changed or modified upon selection for the program.
 - a. Name
 - b. Title
 - c. Department
 - d. Email
 - e. Phone
 - f. Affiliation with the Library

NLM *All of Us* Data Training and Engagement Program



5. Name & contact information of person completing application (if different than Program Administrator):
 - a. Name
 - b. Title
 - c. Department
 - d. Email
 - e. Phone
 - f. Affiliation with the Library

6. Please indicate the number of individuals expected to participate in the program from your institution:

At minimum, one library worker from your institution must participate in the program, obtain access to the Researcher Workbench, and complete a Data User Code of Conduct (DUCC).

7. Please provide the contact information for the individuals designated in the previous question:
 - a. Name
 - b. Title
 - c. Email Address

Eligibility Criteria

To be eligible for the Program, institutions must meet the following criteria:

- Be an accredited U.S. Institution
- Be a library within an institution with a historic and current commitment to, or track record of, educating underrepresented students.
 - NIH defines “Underrepresented Populations in the U.S. Biomedical, Clinical, Behavioral and Social Sciences Research Enterprise” in the Notice of NIH’s Interest in Diversity.
 - Institutions that have a track record of successfully training diverse researcher populations, including those at HBCUs (i.e., institutions described in section 4(b) of Executive Order 14041 (incorporating by reference the institutions listed in 34 C.F.R. 608.2)) and other minority-serving institutions, are also encouraged to apply.

NLM *All of Us* Data Training and Engagement Program



- Your institution or organization must have a Data Use and Registration Agreement (DURA) in place with *All of Us* or be willing to establish one with *All of Us*. Institutional DURA status can be confirmed on the [All of Us Research Hub](#).
 - If your institution or organization does not have a DURA, you may still apply. However, it will impact your eligibility to participate and receive funding if a DURA is not in place by March 2024.
- 1. Describe how your institution has a historic and current commitment to, or track record of, educating underrepresented students:
- 2. Is your institution currently receiving, or received in the past, funds from the NIH *All of Us* Research Program?
 - a. Yes
 - b. No
- 3. If you selected Yes in the previous question, describe in 1-2 sentences what activities *All of Us* has funded at your organization. Note: ORAU cannot fund activities already funded by *All of Us*.
- 4. Please indicate how you will provide your institution's letter of commitment:

A letter of commitment from the Director or Dean of your institutional library supporting program requirements and your participation in the training program is required. A signed uploaded letter on institutional letter head is preferred, however a formal email from an institutional email address with full signature block may also be accepted. Emailed letters should be directed to NLMAIlofUs@orau.org.

 - a. Letter will be sent via email
 - b. Letter Attached to Application (upload on last page of application)

Scored Questions

Please indicate you understand the scoring criteria.

Responses to the following questions will be reviewed and assessed based on your explanation of the potential impact of the Program on your library and

NLM *All of Us* Data Training and Engagement Program



campus community. Please refer to the [Rubric](#) for additional scoring information to ensure you have completely answered the question.

a. I Understand

1. In one succinct paragraph, please explain the expected impact of this program on your library and library staff: (15 points)
2. In one succinct paragraph, please explain the expected impact of this program on your campus community, including students, administration, faculty, and/or researchers: (15 points)
3. In one succinct paragraph, please describe your library/campus community's data readiness based on the following: (10 points)

This program is intended to build capacity for data readiness at your institution. Institutions are not required to be data ready or to have these elements already in place. Applicants who feel they are not data ready are encouraged to apply and should describe their current state of readiness.

 - People: the expertise, receptivity, and commitment to using data among administrators, faculty, and staff.
 - Process: the interactions among people and guidelines necessary to ensure that data are shared widely, and processes are in place to produce information that the institution can use.
 - Data Management: storing and retrieving information and how information that is critical to the institution becomes transparent through data management.
4. In one succinct paragraph, please explain how this program will enhance your institution's ability to train and support "Underrepresented Populations in the U.S. Biomedical, Clinical, Behavioral and Social Sciences Research Enterprise": (10 points)

NLM *All of Us* Data Training and Engagement Program



The Application Portal

Creating an Account

[Start an application and/or create an account.](#)



Already have a PeerNet account? Log In.

Email

Password

[Reset/Forgot Password?](#)

LOG IN

New to PeerNet?

REGISTER

NLM *All of Us* Data Training and Engagement Program



If you are new to PeerNet, select **REGISTER** to create an account. If you already have an account, select **LOG IN** and skip to the [Starting and Completing the Application](#) section.

NLM *All of Us* Data Training and Engagement Program



Applicant Registration

First Name: *

Last Name: *

Organization: *

Email: *

Confirm Email *

COMPLETE REGISTRATION

CANCEL

Enter your institutional contact information.

NLM *All of Us* Data Training and Engagement Program



Applicant Registration Confirmation

Thank you for registering. Instructions have been sent to [REDACTED] on how to verify your account before you login. If you have questions, please contact us at PeerNet@orau.org.

[← BACK TO LOGIN](#)

You will see a prompt that instructs you to refer to your email for additional instructions. You will be given a link directing you to a PeerNet page to set (reset) your password.

NLM *All of Us* Data Training and Engagement Program



Reset Your Password

New Password *

Confirm Password *

Password Requirements

- ❗ Password cannot be one of your previous five passwords
- ✘ Contains at least eight non-blank characters
- ✘ Contains at least three of the four following character sets:
 - Lower-case letter
 - Upper-case letter
 - Number
 - Special Character
- ✓ Cannot contain angle brackets ('<' or '>')
- ✘ Password and Password Confirmation fields match

RESET PASSWORD

Once you have set your password, you will be prompted to [login](#).

NLM *All of Us* Data Training and Engagement Program



Starting and Completing the Application



Welcome, Kristi Sadowski

[Log Out](#)

Welcome Kristi Sadowski [EDIT PROFILE](#)

Solicitations

Active Solicitations

All of Us Data Training and Engagement for Academic Libraries Program Application
Application (08/08/2023 12:00 AM - 09/27/2023 11:59 PM ET) [ENTER](#)

Select the **ENTER** button on the application's active solicitation.

PeerNet

Welcome, Kristi Sadowski [Log Out](#)

Collection Homepage

All of Us Data Training and Engagement for Academic Libraries Program Application [?](#)

[← BACK](#)

Submit Application by: **09/27/2023 11:59 PM ET**

The **All of Us Data Training and Engagement for Academic Libraries Program** (hereafter referred to as the "Program") will encourage academic librarians at participating institutions to learn about the *All of Us* Researcher Workbench dataset and enhance their skills in biomedical and public health data, as well as their library's research capacity, through engaging in an exciting community-learning cohort. In addition to these learning opportunities, participating institutions will be eligible for capacity building funding awards up to \$40,000 to support their data-related infrastructure and research capacity needs.

Apply now to be one of the select institutional libraries to receive a blend of professional development training, hands-on learning, peer-to-peer networking, and program implementation in one dynamic program. This award will be administered by ORAU, on behalf of the National Library of Medicine. This is not a research or training grant, and therefore any National Institutes of Health grant-negotiated rates will not apply. Funding awards can be used for a variety of purposes that best serve the institution and program mission.

Through the provision of this program, the National Library of Medicine (NLM) aims to provide opportunities to build and strengthen the research capacity of libraries at institutions with a historic and current commitment to, or track record of, educating underrepresented students. NIH defines "Underrepresented Populations in the U.S. Biomedical, Clinical, Behavioral and Social Sciences Research Enterprise" in the Notice of NIH's Interest in Diversity. Institutions that have a track record of successfully training diverse researcher populations, including those at HBCUs (i.e., institutions described in section 4(b) of Executive Order 14041 (incorporating by reference the institutions listed in 34 C.F.R. 608.2)) and other minority-serving institutions, are also encouraged to apply.

Find out more at <https://orau.org/alloufus/academic-libraries>

[START APPLICATION](#)

Select the **START APPLICATION** button.

NLM *All of Us* Data Training and Engagement Program



Before We Begin ×

What is the official title of your submission?

Application Title: *

(Note: You will have the ability to edit the title prior to submitting your application.)

09/2

SAVE AND CONTINUE CANCEL

ing and Engagement for Academic Libraries Program (hereafter referred to as the "Program") will encourage academic librarians at participate in the Researcher Workbench dataset and enhance their skills in biomedical and public health data, as well as their library's research capacity, through

Create a name for your application.

NLM *All of Us* Data Training and Engagement Program



Application Submission



← BACK

Title: *Application Example*

EDIT TITLE

Application Checklist


Contact Information

Eligibility

Scored Questions

Attachments

Preview and Submit

Preview and Submit is  disabled until ALL other sections are saved

Section 1: Contact Information

Question #1

Institution (college or university) Name *


Question #2

The applicant must be the institutional library. Multiple libraries from the same institution may apply jointly. Only one application per institution may be selected.

Answer contact information questions.


NLM *All of Us* Data Training and Engagement Program





Email Address 

NLMAllofUs@orau.org

[+ ADD ENTRY](#)

 Section #1 Saved

 [SAVE SECTION #1](#) 

Click **SAVE SECTION #1** and use the **ARROW** to move to the next section.

NLM *All of Us* Data Training and Engagement Program



Application Submission



← BACK

Title: *Application Example*

✎ EDIT TITLE

Application Checklist

✓ Contact Information

Eligibility

Scored Questions

Attachments

Preview and Submit

Preview and Submit is disabled until ALL other sections are saved

Section 2: Eligibility

Question #1

To be eligible for the Program, institutions must meet the following criteria:

- Be an *accredited U.S. Institution*
- Be a *library within an institution with a historic and current commitment to, or track record of, educating underrepresented students.*
 - *NIH defines "Underrepresented Populations in the U.S. Biomedical, Clinical, Behavioral and Social Sciences Research Enterprise" in the Notice of NIH's Interest in Diversity.*
 - *Institutions that have a track record of successfully*

Answer eligibility questions.

✓ Section #2 Saved



SAVE SECTION #2



Click **SAVE SECTION #2** and use the **ARROW** to move to the next section.


NLM *All of Us* Data Training and Engagement Program



[← BACK](#)

Title: *Application Example* [EDIT TITLE](#)

Application Checklist
<input checked="" type="checkbox"/> Contact Information
<input checked="" type="checkbox"/> Eligibility
Scored Questions
Attachments
Preview and Submit

Preview and Submit is  disabled until **ALL** other sections are saved

Section 3: Scored Questions

Question #1

Please indicate that you understand the scoring criteria.

Responses to the following questions will be reviewed and assessed based on your explanation of the potential impact of the Program on your library and campus community. Please refer to the Rubric for additional scoring information to ensure you have completely answered each question. *

I Understand

[←](#) [SAVE SECTION #3](#) [→](#)

✔ Section #3 Saved

Answer scored questions. There is a maximum character count of 1,500 for each question.

Click **SAVE SECTION #3** and use the **ARROW** to move to the next section.

NLM *All of Us* Data Training and Engagement Program



Application Submission



← BACK

Title: *Application Example*

✎ EDIT TITLE

Application Checklist

- ✓ Contact Information
- ✓ Eligibility
- ✓ Scored Questions
- ✓ Attachments
- Preview and Submit

Section 4: Attachments

Question #1

Please upload your Letter of Commitment (if applicable). ⓘ

✖ Letter of Commitment .pdf

✓ Section #4 Saved



SAVE SECTION #4



Upload your Letter of Commitment. Please note, the file must be saved as PDF to upload. If you do not have something to upload, a formal email from an institutional email address with full signature block may also be accepted. Emailed letters should be directed to NLMAIlofUs@orau.org.

NLM *All of Us* Data Training and Engagement Program



Section #4 Not Saved

← SAVE SECTION #4 →

Preview and Submit is disabled until **ALL** other sections are saved ↗

Click **SAVE SECTION #4** and use the **ARROW** to move to the next section. The arrow will not be available to select until all sections are completed and saved.

NLM All of Us Data Training and Engagement Program



Submitting the Application

The screenshot shows the PeerNet application submission page. At the top left is the PeerNet logo with the tagline "UNITE. FURTHER. TOGETHER." At the top right, it says "Welcome, Kristi Sadowski" and "Log Out". The main heading is "All of Us Data Training and Engagement for Academic Libraries Program Application". Below this is the "Application Submission" section, which includes a "BACK" button, an "Application Checklist" table, and a "Preview and Submit" section. The checklist table has five rows: "Contact Information", "Eligibility", "Scored Questions", "Attachments", and "Preview and Submit". The "Preview and Submit" section contains instructions, two buttons ("GENERATE COMPILED APPLICATION" and "VIEW COMPILED APPLICATION"), a note about PDF generation, and a "SUBMIT APPLICATION" button with an "Approve Application" checkbox.

PeerNet
UNITE. FURTHER. TOGETHER.

Welcome, Kristi Sadowski
Log Out

All of Us Data Training and Engagement for Academic Libraries Program Application

Application Submission

← BACK

Application Checklist
✓ Contact Information
✓ Eligibility
✓ Scored Questions
✓ Attachments
Preview and Submit

Preview and Submit

You have completed your application. Please review the application you have provided by clicking the "Generate Compiled Application" button. A PDF will be generated and, if it is accurate and you approve, please select "Approve Application" below and then click "Submit Application."

If you need to make changes, please update the appropriate sections and return to this page.

[GENERATE COMPILED APPLICATION](#) [VIEW COMPILED APPLICATION](#)

Note: Generating a PDF of your application will take a few moments.

Please approve and submit to complete the process.

Approve Application

[SUBMIT APPLICATION](#)

Select **GENERATE COMPILED APPLICATION**.

Select **VIEW COMPILED APPLICATION**. This will start a download of your application. Save it for your records.

NLM *All of Us* Data Training and Engagement Program



When you are ready to submit your application check the **APPROVE APPLICATION** box and select **SUBMIT APPLICATION**.

Title	PI Name	Contributors	Last Modified	Status	
Application Example	Kristi Sadowski	MANAGE	08/10/2023 11:26 AM ET By Kristi Sadowski	Application Submitted	UPDATE APPLICATION... VIEW APPLICATION DELETE APPLICATION TAKE SURVEY


Congratulations, your application has been submitted. You should receive an email confirmation shortly.

Updating the Application

In the event you need to update your application, please note that this will retract your application and you will need to resubmit.

NLM All of Us Data Training and Engagement Program




Welcome, Kris

Update Application

Warning: You are about to retract your previously submitted application. You will be **required to re-submit the application** after you make your changes. Failure to re-submit an updated application will result in loss of submission.

Are you sure you want to retract and update this application?

YES, RETRACT
NO, CANCEL

The *All of Us Data Training and Engagement Program* will encourage academic research datasets and enhance their skills in high engaging in exciting community-based research capacity needs. Apply now to be one of the first to receive training, hands-on learning, peer-to-peer support, and mentorship. The program will be administered by ORAU, on behalf of the National Library of Medicine (NLM) and the National Institutes of Health (NIH). Funding awards can be used for a variety of purposes that best serve the institution and program mission.

Through the provision of this program, the National Library of Medicine (NLM) aims to provide opportunities to build and strengthen the research capacity of libraries at institutions with a historic and current commitment to, or track record of, educating underrepresented students. NIH defines "Underrepresented Populations in the U.S. Biomedical, Clinical, Behavioral and Social Sciences Research Enterprise" in the Notice of NIH's Interest in Diversity. Institutions that have a track record of successfully training diverse researcher populations, including those at HBCUs (i.e., institutions described in section 4(b) of Executive Order 14041 (incorporating by reference the institutions listed in 34 C.F.R. 608.2)) and other minority-serving institutions, are also encouraged to apply.

Find out more at <https://orau.org/allofus/academic-libraries>

Title	PI Name	Contributors	Last Modified	Status	
Application Example	Kristi Sadowski	MANAGE	08/10/2023 11:26 AM ET <i>By Kristi Sadowski</i>	Application Submitted	<div style="background-color: #2e8b57; color: white; padding: 2px 5px; border-radius: 3px; display: inline-block;">UPDATE APPLICATION...</div> <div style="background-color: #8b4513; color: white; padding: 2px 5px; border-radius: 3px; display: inline-block;">VIEW APPLICATION</div> <div style="background-color: #8b0000; color: white; padding: 2px 5px; border-radius: 3px; display: inline-block;">DELETE APPLICATION</div> <div style="background-color: #000080; color: white; padding: 2px 5px; border-radius: 3px; display: inline-block;">TAKE SURVEY</div>

Please direct any questions to NLMAllofUs@orau.org.