Advanced Technologies and Surgery Branch - HNH952

(1) Conducts and manages an integrated basic and clinical research program to study innovative and developing technologies for the diagnosis, prevention, and treatment of CVD; (2) promotes opportunities to translate promising scientific and technological advances from discovery through pre-clinical studies to clinical trials; and (3) areas supported by the Branch include: (a) diagnostics: proteomic, genomic, and other biomarker technologies and imaging modalities/agents to identify CVD and guide therapy; (b) therapeutics: tissue, cell, and gene-based/guided therapies; regenerative and reparative medicine; and devices for circulatory and cardiac support and repair; (c) surgery: improved surgical and image-guided approaches and evidence-based clinical research to advance promising new cardiovascular therapies, technologies, and surgical practices into clinical use; and (d) Enabling Technologies: bioinformatics, computational and systems biology, bioengineering, nanotechnology, materials research, and personalized medicine.
Airway Biology and Disease Program - HNH32

(1) Plans, conducts, and directs a program of grant and contract support for basic and applied, clinical and non-clinical, research and training research on chronic obstructive pulmonary disease, asthma, cystic fibrosis, respiratory neurobiology and sleep, and environmental lung disease through funding activities in extramural institutions and organizations; (2) reviews and evaluates national and international research developments in these program areas; (3) assesses needs for research and research training and identifies new opportunities in the program areas; (4) designs, develops, operates, and coordinates programs to facilitate and implement the transfer of knowledge gained through research and development in the program area into clinical practice through educational measures, demonstrations, control programs, and other means.
Atherothrombosis and Coronary Artery Disease Branch - HNH963

(1) Conducts and manages an integrated basic and clinical research program to study the etiology, pathogenesis, prevention, diagnosis, and treatment of CAD and atherothrombosis; (2) responsible for translating promising scientific and technological advances from discovery through preclinical studies to networks and multisite clinical trials; and (3) areas addressed by the Branch include: (a) Atherothrombosis: initiation, progression, and regression of atherosclerotic lesions in coronary arteries and other arterial beds; lesion instability and thrombosis; risk factor mechanisms; interaction of lipid fractions and other systemic and humoral factors with the arterial wall; biomarker and imaging diagnostics to quantify atherosclerotic disease and its progression; vulnerable plaques and vulnerable patients; and diabetes, obesity, other metabolic disorders, and diet and exercise related to atherothrombosis.; and (b) Coronary Artery Disease: acute and chronic coronary syndromes including myocardial infarction, acute ischemia and related events, angina, and silent ischemia; and percutaneous and surgical revascularization of stenotic and re-stenotic coronary lesions.
(1) Formulates a global view on the molecular basis of structure/function relationships of proteins and biologically relevant molecules; (2) performs state-of-the-art NMR spectroscopy studies of protein structure and functional interactions; (3) develops mathematical tools for generating theoretical models of protein structure-function relationships; (4) performs basic research on the mechanisms of enzyme function; and (5) performs studies on the relationship between protein structure-function and cell signaling pathways.
Cardiovascular and Pulmonary Branch - HNH6Z03

(1) Conducts research on diseases that affect the heart, blood, blood vessels and lungs with specific projects aimed to answer clinically relevant issues using methods ranging from a molecular level up to and including clinical projects in diagnostics, therapeutics and interventions; and (2) emphasize creation of an environment where scientists and physician scientists can work together on disease specific issues using the most appropriate approaches available in the spectrum between the bench and the bedside.
(1) Formulates a global view of the mechanisms that regulate cellular function and physiology; (2) evaluates the mechanism and cytosolic control of different molecular machines within the cytosol, including those involved in muscle contraction, and cytosolic as well as membrane transport processes; (3) studies the cellular signaling events associated with hormone action, cytosolic trafficking, and energy metabolism; (4) performs studies on the role of these cellular processes on the function and adaptation in whole animal model systems; and (4) develops unique measuring devices for the study of biochemical and physiological processes in intact cells, whole animals and clinical situations.
Center for Human Immunology, Autoimmunity and Inflammation - HNH671

(1) Promotes cooperative research based on advanced technologies in order to efficiently translate enhanced understanding of immune function and pathophysiology to the clinic; (2) improves treatment and prevention of human diseases resulting from chronic inflammation and immune dysfunction by integrating diverse subspecialties and uniting basic and clinical research; and (3) promotes new immune-related discoveries and their rapid clinical application across medical subspecialties.
(1) Conducts biomedical research directed at defining the fundamental molecular mechanism underlying human disease; (2) develops a range of animal and cell based models of human diseases, including the development of patient specific induced pluripotent stem cells (iPS cells) in order to test novel hypotheses and develop novel therapeutics; and (3) implements mechanism-guided clinical studies designed to test proof-of-principle therapeutic approaches or to provide fundamental insight regarding disease mechanisms.
Clinical Applications and Prevention Branch - HNH972

(1) Supports, designs, and conducts research and supports training on behavioral, environmental, clinical, and healthcare approaches to reduce occurrence and consequences of cardiovascular diseases; (2) performs prevention research and examines effects of interventions to slow or halt risk factor or disease development or progression; interventions use high-risk individual and population approaches, including medications, behavioral strategies, and environmental change; (3) studies examine lifestyle, nutrition and exercise, psychological and sociocultural factors, and environmental and genetic influences relevant to prevention; and (4) research examines approaches to improve healthcare delivery and patient outcomes. Studies include clinical and community trials and selected observational studies.
COAC Services Branch - HNH13D3

(1) Provides contract business management services for trans-NHLBI contract programs and all customer ICs supported by the COAC; and the Women's Health Initiative; (2) assists scientific staff in the preparation of requests for proposals, participates in the review of contract proposals, and is responsible for the negotiation, award, and close-out of R&D contracts, station support contracts, and simplified acquisitions including technology transfer, services, screening and testing programs, resources, materials, supplies, and other station support needs as necessary; and, (3) provides the program manager and customer IC staff with fiscal and other business management data as needed.
Division of Blood Diseases and Resources - HNH4

(1) Plans and directs the Institute's research grant, contract, cooperative agreement, and training programs relating to the cause, prevention, and methods of diagnosis and treatment of blood diseases; improving the use and safety of blood, bone marrow and blood products; and the management of blood resources for transfusion and bone marrow and other tissues for transplantation.
Division of Cardiovascular Sciences - HNH9

(1) Provides leadership and supports basic, clinical, population, and health services research on the causes, prevention, and treatment of cardiovascular diseases; (2) fosters research in disease areas, such as atherothrombosis, heart attack and heart failure, high blood pressure, stroke, atrial and ventricular arrhythmias, sudden cardiac death, adult and pediatric congenital heart disease, cardiovascular complications of diabetes and obesity, and other cardiovascular disorders; (3) supports technology development for the diagnosis and treatment of cardiovascular disorders; (4) research supported by the Division includes a number of well-known epidemiological cohort studies that describe disease and risk factor patterns in populations; clinical trials of interventions to prevent disease and to prevent or modulate risk factors; studies of genetic, behavioral, sociocultural, health systems, and environmental influences on disease risk and outcomes; and studies of the application of prevention and treatment strategies to determine how to improve clinical care and public health; (5) supports training and career development for these areas of research.
(1) Plans and directs a program of general laboratory and clinical research in heart, blood vessel, lung, and kidney diseases, certain blood diseases such as sickle cell anemia, hemophilia, hepatitis, and development of technology related to cardiovascular and pulmonary diseases; and, (2) maintains communication with other programs of the Institute to facilitate early practical application of basic research findings. Areas of major interest are: the biology of experimental and clinical arteriosclerosis and its manifestations; the pathophysiology of hypertensive vascular disease; functions of the lung; clinical and experimental studies on physiological and pharmacological aspects of heart, blood, and lung diseases, and a broad program of other basic research and technical development related to them.
Division of Lung Diseases - HNH3

(1) Plans and directs the Institute's research grant, contract, and training programs in lung diseases and sleep, encompassing basic research, targeted research, clinical trials and demonstrations, national pulmonary centers, technological development, and application of research findings; (2) maintains surveillance over developments in program area and assesses the national need for research in the causes, prevention, diagnosis, and treatment of lung diseases, in technological development, in the application of research findings, and for manpower training in these areas; (3) maintains the necessary scientific management capability to foster and guide an effective attack upon lung diseases, and mission related sleep disorders; (4) coordinates sleep research activities across NIH, other federal agencies and outside organizations; (5) facilitate dissemination of health information to health care professionals and the public related to lung diseases and sleep disorders.
(1) Supports, designs, and conducts research and supports training in the epidemiology of cardiovascular, lung, blood, and sleep diseases and disorders. Studies are conducted to identify temporal trends and population patterns in the prevalence, incidence, morbidity, and mortality from these diseases and include single- and multi-center observational epidemiology studies of the development, progression, and treatment of cardiovascular, lung, blood, and sleep diseases and disorders; (2) studies and identifies environmental, lifestyle, physiological, and genetic risk factors for disease and risk factor development, including characterization of gene/gene and gene/environment interactions; and (3) distributes data from all eligible NHLBI studies to researchers as a national data resource, adhering to guidelines that protect participant privacy and confidentiality.
Ethics Office - HNH13B

(1) Plans, directs, and implements a comprehensive ethics program in accordance with the requirements established by the Office of Government Ethics, the Department of Health and Human Services, and the National Institutes of Health; (2) provides advice and counsel to managers, supervisors, and employees on the statutes, regulations, and policies governing conflict of interest, standards of conduct, representational activities, post-employment activities, and other ethics-related issues; (3) manages and administers the public and confidential financial disclosure reporting system, reviews and certifies reports for substantive conflicts of interest or other violations of ethics rules, and implements remedies for identified conflicts; (4) reviews, recommends, and/or approves outside activity requests by employees for conformance with statutes, regulations, and policies and reviews and approves the annual report of outside activities by employees; (5) renders determinations under the Standards of Ethical Conduct with respect to awards, honorary degrees, prohibited gifts, conflicts of interest, impartiality, and other matters requiring a disposition by the agency ethics official; (6) administers procurement integrity ethics provisions, including any and all procurement integrity advisory opinions; (7) provides ethics clearance for sponsored travel reimbursement authorities; (8) assesses information provided by employees or others to ascertain the application of conflict of interest statutes, regulations, and policies and resolves actual or potential conflicts or the appearance of a loss of impartiality; (9) manages the ethics training program for new employees and current employees in accordance with Office of Government Ethics regulations and/or NIH specific policies; (10) provides ethics reports to the NIH, Congress, and others; and (11) enforces ethics laws, standards of ethical conduct, and related provisions through criminal referrals and/or administrative sanctions.
Executive Office - HNH131

(1) Directs the administrative management and financial management operations of the Institute; (2) develops, administers, and directs the Institute's internal control processes; (3) oversees development of and administers Institute policies and procedures for administrative and program management activities; and (4) oversees personnel management and workforce planning.
Administrative Management Branch - HNH137

(1) Provides overall administrative management counsel and support to the Office of the Director (OD) and the extramural programs; (2) serves as the NHLBI coordinating point in handling general administrative or management problems that cross Institute program lines and which cannot be resolved at program levels; (3) analyzes effects of changes in general administrative policies and practices by organizational echelons above the NHLBI level and advises the Executive Office; (4) advises the staff of the Office of the Director, extramural programs and other key officials of administrative policies and practices; (5) develops, implements and/or provides advice on the development and implementation of regulations, policies and procedures for the Institute; (6) provides overall administrative services to customers which include financial management, human resources management, acquisitions, travel, space, property and other administrative functions.
Financial Management Branch - HNH132

(1) Manages and directs all aspects of the financial management activities of the Institute including budget formulation, execution, accounting and funds control, and financial reporting; (2) coordinates the financial management aspects of the Institute's grant programs and provides information and advice on the status of financial commitments and obligations for grants; (3) serves as the principal advisor to the Institute Director, Executive Officer and other senior staff on the management of the financial and personnel resources of the Institute; (4) oversees and coordinates the Institute's budget process including budget preparation and submission; explanation and defense of the budget; and budget execution; (5) establishes standards and requirements for financial databases that report financial information and ensures that the Institute's budgetary, accounting, and funds control systems meet applicable standards, are compatible with NIH and Departmental systems, and provide Institute staff with reliable accounting, financial management and personnel resource utilization data; (6) provides expert financial advice and information to the Institute Director and others appearing before Congressional committees or examiners, participates in budget hearings and coordinates the preparation of responses to questions concerning the financial management of the Institute from the Congress and others; and (7) coordinates the preparation and analysis of information on the historic, current and prospective financial status of the Institute for briefing and reporting purposes.
Genetics and Development Biology Center - HNH6C

(1) Formulates a global view of the mechanisms that regulate cardiovascular development and the etiology of congenital heart anomalies and cardiovascular disease; (2) evaluates the function of specific genes and transcription factors in the development of the heart and other tissues; (3) develops techniques and approaches to gene delivery and gene therapy approaches in model systems; and (4) works towards a better understanding of basic processes involved in the regulation and interpretation of the genetic code in development and disease.
Heart Development and Structural Diseases Branch - HNH962

(1) Conducts and manages an integrated basic and clinical research program to study normal and abnormal cardiovascular development; (2) oversees research related to the etiology, pathogenesis, prevention, diagnosis, and treatment of pediatric and adult structural heart disease; (3) oversees coordination of activities and development of educational materials related to clinical research on pediatric CVD within the NHLBI and the NIH; (4) promotes opportunities to translate promising scientific and technological advances from discovery through preclinical studies to network and multisite clinical trials; and (5) areas supported by the Branch include: (a) Heart Development: normal and abnormal cardiovascular development, molecular and genetic etiology of cardiovascular malformations, cardiomyogenic differentiation of stem cells, and gene-environment interactions in development of congenital heart disease; and (b) Structural Disease: congenital heart disease from embryology through adulthood, valve disease and determinants of degeneration, myocardial response to valvular disease, neurodevelopmental outcome in congenital heart disease, exercise physiology in congenital heart disease, pediatric cardiomyopathy and heart transplantation, and pediatric cardiac inflammation and infection.
Heart Failure and Arrhythmias Branch - HNH964

(1) Conducts and manages an integrated basic and clinical research program to study normal cardiac function and pathogenesis to improve diagnosis, treatment, and prevention of heart failure and arrhythmias; (2) promotes opportunities to translate promising scientific and technological advances from discovery through preclinical studies to multisite and network clinical trials; and (3) areas supported by the Branch include: (a) Heart Failure: devices and medical and cell-based therapies targeting heart failure, myocardial protection, and pathogenesis and treatment of heart failure and cardiomyopathies; (b) Arrhythmias: arrhythmogenesis, genetic and environmental bases of normal cardiac electrical activity and arrhythmias, etiology of rare and common arrhythmias, and sudden cardiac death; (c) Myocardial Protection: myocardial preconditioning, amelioration and prevention of myocardial stunning and hibernation, and protection from ischemic/reperfusion injury; and (d) Resuscitation Science: mechanisms and management of clinical and experimental pathophysiologic states of whole body oxygen deprivation; systemic hypovolemia and resulting multi-organ failure; organ preservation; and cell, tissue, and organ protection during cardiac arrest and traumatic shock.
Office of Science Policy, Engagement, Education, and Communications - HNHIH

The NHLBI Office of Science Policy, Engagement, Education, and Communications (OSPEEC) provides a comprehensive, integrated, and technology-supported infrastructure that supports the Institute's capability to disseminate information regarding its vision, mission, scientific program activities, accomplishments, and discoveries to a wide variety of internal and external audiences (e.g., patients, health care professionals, policymakers, constituent organizations, etc.). OSPEEC initiates, develops, and implements a dynamic, proactive, audience-centric communications strategy leveraging the dissemination channels and resources of local, national, and international partners; and coordinates and integrates activities of the Science Policy, Outreach, and Reporting; Engagement and Media Relations; and Health Education and Digital Information Dissemination Branches. On behalf of the Institute, OSPEEC(S) serves as the Institute's focal point for establishing and implementing information and education programs to identify, collect, analyze, and disseminate information on heart, lung, blood and sleep research, diagnostics, prevention, and treatment through publications, education, and other means, to patients and their families, physicians and other health professionals, policymakers, and the general public; (2) develops short- and long-term communication policies, goals, objectives, plans, and strategies in support of the mission and priorities of the NHLBI; (3) in consultation with the Director, Division and Office Directors, and advisory groups, addresses emerging and evolving communications issues; (4) provides a comprehensive and integrated information dissemination and education capability to ensure rapid, accurate, and consistent communications to the constituencies served by NHLBI, engaging all of its functional elements; and (5) promotes the evolving NHLBI identity, creates and communicates a world-wide corporate NIH public image, and ensures that NHLBI speaks with a consistent voice when conveying information.
The Science Policy, Outreach, and Reporting Branch (SPOR) provides support to the Institute's Director and Institute Divisions and Offices. SPOR (1) prepares and conducts briefings on science planning and policy issues for the Institute Director; (2) identifies, supports, and/or conducts analyses of new and existing key policy issues to assess their impact on the fields of heart, lung, blood, and sleep disorders (HLBS); (3) ensures that the NHLBI community is kept abreast of the Congressional issues and interests that affect the Institute and the areas of science within its portfolio; (4) assesses NHLBI-supported research programs to identify strengths, gaps, overlaps, emerging opportunities, and shifting requirements as well as to inform appropriate audiences of research efforts; (5) collaborates with NHLBI science divisions and offices to develop NHLBI state-of-the-science positions; (6) conducts, coordinates, and facilitates liaison activities and prepares materials to educate the U.S. Congress, other Federal Government components, State and local governments, scientific, professional, and provider organizations, other constituent groups, and the general public about NHLBI-supported programs and science; (7) develops reports in response to requests from NIH, DHHS, other Federal agencies, Congress, and the White House, including coordinating NHLBI's participation in NIH-wide performance reporting activities, such as Government Performance and Results Act (GPRA) reporting; (8) coordinates NHLBI input, review, and clearance for scientific and policy statements of HHS agencies; and (9) advises, coordinates, and conducts evaluations of NHLBI programs and manages the application and implementation of OMB clearance packages on behalf of NHLBI.
The Engagement and Media Relations Branch (EMR) provides a range of communication services in support of the mission and priorities of the Institute. The EMR Branch plans and implements strategic communications programs and activities to serve the NHLBI and a variety of internal and external audiences, with a particular focus on the media, including (1) message development and crisis communications; (2) data analytics and statistical presentation for diverse audiences; (3) serves as the main point of contact for all NHLBI media inquiries, and identifies trends in media inquiries; (4) develops and implements proactive media strategies for the Institute (press pitching); (5) prepares NHLBI researchers for interviews with media training, written talking points and other means and coordinates interviews; (6) writes feature articles, regular columns, news releases, and record videos or develop other forms of materials about heart, lung, blood and sleep research for use by NHLBI staff and Institute's website, magazines, and the scientific and trade press; (7) crisis management; and (8) coordination and management of trans-NIH communications projects.
The Health Education and Digital Information Dissemination Branch strategizes, develops, and implements priority health education programs, campaigns, the NHLBI digital and content and messaging strategies, print and digital media, and online content utilizing scientific research findings and state-of-the-art communications approaches. The intent of these communication, information, and education products is to support the vision and mission of NHLBI, help ensure that the research accomplishments and discoveries are available, accessible and ready for adoption by those for whom they have the greatest value. The HEDID branch (1) develops, manages, and leverages strategic partnerships with national, regional, state, community-based and private sector organizations to disseminate science-based programs and information; (2) collaborates with NHLBI Divisions and other ICs to develop and disseminate evidence-based tools and best practices to improve population health and reduce health inequities; (3) responds to inquiries from the public; (4) oversees NHLBI's digital operations/governance; (5) provides oversight of the content management system of NHLBI and is attentive to the quality and integrity of the content ensuring its alignment to the science; (6) provides cultural and linguistic translation and transcreation assurances to OSPEEC and NHLBI to ensure its content is accessible to all audiences regardless of language spoken; (7) supports internal communications efforts and communication services (e.g., audio, video, graphic design) for the Institute; and (8) conducts strategic coordination of all the Institute's social media outlets and non-scientific digital application development and dissemination.
Hematology Branch - HNH6Z01

(1) Investigates normal and abnormal hematopoiesis in clinical studies of patients and in cellular, molecular, and immunologic laboratory research. (2) Focuses on bone marrow failure, viral infections of hematopoietic cells, gene therapy of hematologic and malignant diseases, bone marrow transplantation, and mechanisms of immunologically mediated syndromes like graft-versus-host disease and autoimmune disease
Immunology Center - HNH6N

(1) Formulates a global view on the molecular basis of immune processes; (2) performs studies on the intracellular and signaling processes involved in the activation of lymphocytes and mast cells; (3) studies the mechanisms by which drugs and other agents result in allergic/autoimmune reactions; and (4) relates these results to the development of new diagnostic and therapeutic approaches in humans.
Intramural Administrative Management Branch - HNH611

(1) Plans, directs, coordinates, and provides comprehensive administrative and management support services for the Division of Intramural Research; (2) provides technical and advisory services in financial management, human resources, procurement, facility management, travel services, property management and other administrative functions, as necessary, to ensure the efficient and effective implementation and operation of programs; and (3) develops policies, guidelines, and procedures on matters relating to administrative management and disseminates to relevant staff.
Animal Program - HNH614

(1) Animal Surgery and Resources Core provides comprehensive animal care and use support in areas of veterinary care, investigator training, surgical/technical services, research collaborations and animal model development; (2) Animal Program performs veterinary health checks and animal treatments, provides housing and care for mice and rats in the ACRF tower, provides lab visits to assist investigators, and provides rodent importation/exportation guidance and assistance. (3) Murine Phenotyping Core conducts research experiments and data analysis for investigators on studies involving telemetry, echo, metabolic, neuromuscular, cardiovascular, and behavior. (4) Provides support to NHLBI Principal Investigators and the NHLBI Animal Care & Use Committee to assist with regulatory compliance for the proper care and use of animals in research.
(1) The Scientific Information Office works with investigators and core facility heads as well as the DIR as a whole to strategically determine their computing needs, and develops short-term and long-term plans to meet these needs. (2) The Office is responsible for researching, securing, custom designing, and applying cutting edge IT solutions, products and support in order to facilitate variety of biomedical computing needs ranging from computations, to data storage, to support in the clinical setting. (3) The Office collaborates with sources outside the DIR including the Information Technology Application Center within the Office of the Director, NHLBI, the Center for Information Technology, NIH, and the Department of Clinical Research Informatics in the NIH Clinical Center as well as outside vendors.
(1) Focus on pathophysiology of sickle cell disease – mechanisms of acute pain, biological and genetic markers of disease severity, including use of new genome technologies to identify genetic modifiers; (2) discovery and development of disease-modifying drugs.
Office of Education - HNH616

(1) Plans, directs and executes a variety of programs that promotes the success of all NHLBI scientists, both as trainees and as mentors of trainees; (2) provides mechanisms for trainees to learn each of the skills required for success in their chosen field; (3) provides guidance to NHLBI PIs on mentoring and training; (4) implements programs to improve the representation of underrepresented groups, including minorities, women, and scientists with disabilities in the mainstream of basic and clinical research.
Lung Biology and Disease Program - HNH33

(1) Plans, conducts, and directs a program of grant and contract support for basic and applied, clinical and non-clinical, research and training research on basic lung cell and molecular biology, lung developmental biology and lung growth, pediatric pulmonary disease, acute lung injury, critical care medicine, interstitial lung diseases, including fibrotic and immunologic diseases and pulmonary vascular disease, through funding activities in extramural institutions and organizations; (2) reviews and evaluates national and international research developments in these program areas; (3) assesses needs for research and research training and identifies new opportunities in the program areas; (4) designs, develops, operates, and coordinates programs to facilitate and implement the transfer of knowledge gained through research and development in the program area into clinical practice through educational measures, demonstrations, control programs, and other means.
National Center on Sleep Disorders Research - HNH34

(1) Conducts and supports research, training, education, and dissemination of health information to health care professionals and the public and other activities related to sleep disorders, including biological and circadian rhythm research, basic research to enhance understanding of sleep, chronobiological and other sleep-related research; (2) coordinates the sleep research activities of the Center with related activities of other Federal Agencies, other components of the National Institutes of Health, and public and professional profit and non-profit organizations; and (3) prepares a comprehensive plan for conducting and supporting research on sleep and sleep disorders and works to facilitate its implementation.
(1) Provides leadership for a national program in diseases of the heart, blood vessels, lungs, and blood, blood resources, and sleep disorders; (2) plans, conducts, fosters, and supports an integrated and coordinated program of basic research, clinical investigations and trials, observational studies, and demonstration and education projects relating to the causes, prevention, methods of diagnosis, and treatment (including emergency medical treatment) of the heart, blood vessel, lung, blood diseases, and sleep disorders through research performed in its own laboratories and through contracts and research grants to scientific institutions and to individuals; (3) plans and directs research in the development, trial, and evaluation of drugs and devices relating to the prevention, treatment, and rehabilitation of patients suffering from such diseases and disorders; (4) conducts studies and research into the clinical use of blood and all aspects of the management of its resources; (5) supports training and career development of personnel in fundamental sciences and clinical disciplines for participation in basic and clinical research programs relating to heart, blood vessels, blood, lung diseases, blood resources, and sleep disorders; by individual and institutional research training awards; (6) coordinates with the other research institutes and with all Federal health programs relevant activities in the above diseases and disorders, including the related causes of stroke; (7) conducts educational activities, including the collection and dissemination of educational materials on these diseases and disorders, with emphasis on the prevention thereof, for health professionals and the lay public; and (8) maintains continuing relationships with institutions and professional associations and with international, national, state, and local officials, and voluntary agencies and organizations working in these areas.
NHLBI Extramural Contracts Branch - HNH13D2

(1) Provides contract business management services to the Division of Cardiovascular Sciences, the Division of Blood Diseases and Resources; (2) assists scientific staff in the preparation of requests for proposals, participates in the review of contract proposals, and is responsible for the negotiation, award, and close-out of R&D contracts and reimbursable agreements with other government agencies; and, (3) provides the program manager and the Office of the Director, DCVS and DBDR with fiscal and other business management data as needed.
Office of Biostatistics Research - HNH92

(1) Provides statistical expertise to members of all Divisions of the NHLBI and performs diverse functions in planning, designing, implementing and analyzing NHLBI-sponsored studies; (2) provides objective, statistically sound, and medically relevant solutions to problems; (3) provides a new and valid statistical solution when presented with a problem for which techniques are not yet available; (4) designs efficient studies and monitoring data while studies are ongoing; (5) advises the NHLBI regarding statistical methodology relevant to clinical research studies, survival analysis, longitudinal data analysis, and efficient study designs, including the monitoring of ongoing clinical studies for efficiency and safety of statistical genetics.
Freedom of Information and Privacy Act Branch - HNH1312

(1) Administers the Institute's policies and procedures implementing Freedom of Information Act and Privacy Act legislation; (2) researches and responds to third party inquiries under the FOIA and Privacy Act; (3) represents NHLBI and client ICs in all FOIA dealings with major professional organizations, Office of General Counsel, Justice Department, and other Executive Branch Agencies, and congressional offices, and the public; and (4) provides Freedom of Information and Privacy Act expertise and services necessary for performing the above activities on behalf of ICs in accordance with established service level agreements.
Office of Grants Management - HNH53

(1) Plans and directs the business management activities of the National Heart, Lung, and Blood Institute in research grant programs in heart, blood vessels, lung, blood diseases, and blood resources; (2) provides business management support to the program divisions for review, award, pre-award and post-award administration of research and training grants and awards; (3) advises NHLBI and NIH staff on grants management policy; (4) coordinates the preparation and distribution of grant application material for Advisory Council; (5) maintains and coordinates the official grant record system of the Institute; and (6) maintains liaison with the Division of Research Grants and the Information Systems Branch to coordinate the NHI and NHLBI grant information systems.
Office of Research Training and Career Development - HNH94

(1) Supports training and career development programs in cardiovascular research, offering opportunities to individuals at all educational levels from high school students to academic faculty, including programs for individuals from diverse populations; (2) promotes opportunities for investigators, early in their research careers and under mentorship from senior scientists, to perform basic, preclinical or clinical cardiovascular research and to take emerging and promising scientific and technological advances from discovery through preclinical and clinical studies; (3) collaborates with the scientific community and professional organizations to ensure that training programs meet both the current and future needs of the cardiovascular research workforce; and (4) programs supported by the Office include: (a) institutional and individual research training programs and fellowships for training of promising cardiovascular scientists at the predoctoral, postdoctoral, junior faculty, and established investigator levels; (b) diversity Supplements to ongoing research grants for support of young investigators from diverse backgrounds, from the high school to the junior faculty level; (c) the Pathway to Independence Program, which allows the recipient to bridge the gap between a career development award and a research award; and (d) career development programs specifically designed for clinical research or for minority researchers and institutions.
(1) Provides policy direction and coordination for the planning and execution of initial scientific and technical review conducted within the Institute. These reviews normally involve applications for large grant programs (program projects, Centers programs, Demonstration and Education Research Programs, and the multicenter clinical studies, including Phase III Clinical Trials, special research grant and training programs, and proposals for research and development contracts; (2) responsible for management of three NHLBI chartered review committees and establishment of others as required; (3) identifies and selects qualified non-government experts to serve on review committees and assist with the review of grant applications and contract proposals as required; (4) serves as the information and coordination center for all grant applications and contract proposals pending review by the Office of Scientific Review; (5) provides Scientific Review Officers and supporting staff for the initial scientific merit review of NHLBI large grant applications and R&D contract proposals; (6) coordinates scientific review activities with staff of NHLBI program divisions, other DERA Offices, and the Center for Scientific Review, NIH; (7) develops criteria and determines appropriate assignment of grant applications to NHLBI program divisions; (8) provides information and guidelines for preparation of grant applications and maintains uniform policies and procedures governing technical review of grant applications and contract proposals within NHLBI; (9) acts as a central receipt point for all grant applications and contract proposals to be evaluated for initial scientific merit by the Office of Scientific Review, DERA; and for additional material, such as reprints and other documents, required for initial scientific merit review of grant applications and contract proposals within the Office of Scientific Review, DERA; (10) collates, distributes, and mails review materials to Institute staff and consultants involved in project site visits and grant and contract review committee meetings; (11) maintains central log and record system related to grant applications, contract proposals, and other documents received by NHLBI related to review activities of the Office of Scientific Review, DERA.
Office of Committee Management - HNH59

(1) Provides leadership, guidance, and resources to current and prospective committee members, the public, and those managing federal advisory committees at the NHLBI and clients' ICs; (2) maintains and applies comprehensive knowledge of the laws, regulations, and policies governing Federal advisory committees; (3) provides committee management expertise and effort necessary for performing the above activities for other Institutes and Centers to fulfill the requirements of service center agreements; and (4) provides conference support services for the Institute's National Advisory Council, Institute working groups, workshops, meetings, and symposia; including the coordination of audiovisual services.
Office of Technology Transfer and Development - HNH6Z08

(1) Responsible for coordinating, administering and managing all technology transfer business and policies for the NHLBI and its service center clients; (2) develops and executes material transfer agreements, CRADAs, clinical trial agreements and other collaborative agreements for their respective clients; (3) works closely with the NIH Office of Technology Transfer in the administration of patent applications/patents and licensing of institute technologies; (4) coordinates, reviews and assesses all NHLBI employee invention reports through the Technology Evaluation Advisory Committee (TEAC).
Office of the Clinical Director - HNH67

(1) Provides oversight of all patient care and patient-related activities within the Division of Intramural Research (DIR) including programs of quality assurance and quality improvement; (2) provides credentialing of medical practitioners; and (3) conducts clinical research including: (a) protocol development, (b) reviews by NHLBI Scientific Committee and Institutional Review Board, (c) oversight by Data Safety Monitoring Boards as required, (d) tracking of protocols following approval, and (e) protocol audits.
Office of the Director - HNH1

(1) Develops and provides leadership for national heart, blood vessel, blood and lung programs, and sleep disorders research, including the coordination of all Federal health programs related to these program and research areas as authorized; (2) provides overall planning, direction, coordination, and evaluation of the Institute's programs; (3) collects, develops, and disseminates information on the above diseases, with emphasis upon factors in their prevention, and conducts and fosters related educational programs for scientists and clinicians; (4) provides overall management and administrative services for the Institute; and (5) establishes internal Institute policies for program and administrative operations and maintains surveillance over their execution.
Office of the Director - HNH31

(1) Plans, coordinates, and manages activities of all subdivisions responsible for lung programs; (2) maintains continuing assessment of the Institute's national and international health programs related to lung diseases; (3) fosters and coordinates interdivision and interagency collaborative and cooperative research arrangements; (4) develops and maintains the necessary scientific management capability in the Division to foster and guide an effective attack on lung diseases; and (5) provides administrative support services for the Division.
Office of the Director - HNH41

(1) Plans, coordinates, and manages activities of all subdivisions responsible for hematologic, transfusion medicine, transplantation, and AIDS programs; (2) maintains continuing assessment of the Institute's national and international health programs related to hematology, transfusion medicine, and tissue and cellular transplantation; (3) fosters and coordinates interdivision and interagency collaborative and cooperative research arrangements; (4) develops and maintains the necessary scientific management capability in the Division to foster and guide effective programs in blood diseases and the management of transfusion and tissue transplantation; (5) plans, coordinates, and directs special activities which transcend program lines including minority, small business, and demonstration and education research programs; and (6) provides administrative support services for the Division.
Molecular, Cellular and Systems Blood Science Branch - HNH4A

Oversight, support and stimulation of fundamental basic research and early stage laboratory translation of the biology of blood, the blood forming elements and the interface between each of the latter with other cellular and organ systems. Branch responsibilities will include: (1) oversight, support and stimulation of discovery science focused on the explication of the physiology and pathophysiology of blood, bone marrow and blood vessels; (2) oversight, support and stimulation of systems biological approaches to understanding the critical role of blood/bone marrow/vascular endothelium in animal and human organs and organisms; (3) oversight, support and stimulation of the application of fundamental genetic, proteomic and metabolomic tools to understanding hematologic physiology and pathophysiology; (4) administration of and/or liaison to NHLBI/NIH resources related to basic research in non-neoplastic hematology; (5) training of the blood science workforce; and (6) fostering scientific communication across the Division, NHLBI, NIH and partner federal agencies to engender bench to bedside translation.
Oversight, support and stimulation of translational research throughout the spectrum of blood science, as well as the resources required to support heart, lung, blood, and sleep research. Branchy responsibilities will include: (1) oversight, support and stimulation of post-discovery science, pre-clinical research, and early phase clinical studies and trials [T1,T2 Research]; (2) oversight, support and stimulation of SBIR/STTR initiatives in blood sciences; (3) administration of and/or liaison to NHLBI resources related to translation research; (4) training of the blood science workforce; and (5) scientific liaison for translation research across the Division, NHLBI, NIH and partner federal agencies.
Oversight, support and stimulation of epidemiologic, clinical and implementation research throughout the spectrum of blood science. Branch responsibilities will include: (1) oversight, support and stimulation of epidemiologic, health services and observational clinical research; (2) oversight, support and stimulation of therapeutic and interventional clinical trials [T3 Research]; (3) acquisition and maintenance of expertise in clinical study and trail design and administration on behalf of the Division; (4) oversight, support and stimulation of implementation science and research [T4Research]; (5) training of the blood science workforce; and (6) scientific liaison for epidemiologic, clinical and implementation research across the Division, NHLBI, NIH and partner federal agencies.
Office of the Director - HNH91

(1) Plans, coordinates, and manages activities of all subdivisions responsible for the described cardiovascular sciences programs; (2) maintains continuing assessment of the Institute's national and international health programs related to heart and vascular diseases; (3) fosters and coordinates interdivision and inter-agency collaborative and cooperative research arrangements; (4) develops and maintains the necessary scientific management capability in the Division to foster and guide effective prevention and treatment of heart and vascular diseases; and (5) provides administrative support services for the Division.
Office of the Scientific Director - HNH61

(1) Plans, coordinates, and directs a wide range of activities of basic and clinical scientific research programs conducted within the Division of Intramural Research (DIR) in such areas as heart and vascular disease, blood diseases and disorders, pulmonary diseases and disorders, normal and abnormal cardiovascular and hematologic physiology, genetic studies, cellular and molecular biology, cell signaling, biophysics and biochemistry, and other applied and clinically-related research interests; (2) encourages implementation of new technology, encourages application of new techniques and treatments through clinical trials, and promotes research collaboration; (3) serves in an advisory role to the Center and Branch Chiefs and Institute Director; (4) develops and maintains the necessary scientific capability in the Division to foster and guide an effective research and clinical program; and (5) participates in the planning and directing of Institute resource allocation and provides senior level administrative support to the DIR programs.
Office of Translational Alliances and Coordination - HNH55

(1) Provides leadership and coordination to accelerate the translation of basic discoveries and innovations into new diagnostics, devices, and therapeutics; (2) facilitates identification of emerging translational opportunities and develops interdependent teams that leverage resources across the NHLBI, other NIH Institutes and Centers, agencies, and organizations; (3) leverages existing efforts, enhances communication and cooperation between existing programs; (4) organizes the development of strategic initiatives and FOAs; (5) identifies and capitalizes on synergies to meet and enhance the Institute's mission.
(1) Supports and provides leadership for basic, translational, and clinical research on the development, maturation, and functioning of the heart throughout all stages of life. The research portfolio includes a broad array of science including cardiac development and maturation, myocyte structure and function, myocardial energetics and metabolism, cardiac electrophysiology, coronary artery structure and function, the failing heart, valvular heart disease, exercise physiology, nutrition and the heart, congenital heart disease from birth through adulthood, the intrauterine environment and cardiovascular risk, cardiomyopathy, and coronary artery disease; (2) provides collaborative leadership for the systematic oversight of clinical research across the Division, including clinical research information technology and standard but flexible operating procedures; (3) supports training and career development for these areas of research.
Program in Basic and Early Translational Research - HNH95

(1) Supports and provides leadership for basic, pre-clinical and early translational studies on vascular biology and hypertension, cardiovascular surgery, and the development of advanced technologies for the diagnosis and treatment of cardiovascular diseases; (2) studies the biological basis for vascular diseases and hypertension, and their diagnosis, treatment and prevention; (3) researches cardiovascular surgery, including both basic and pre-clinical research on surgical approaches, and clinical trials to establish evidence-based surgical therapies; (4) develops diagnostics, encompassing research on biosensors, imaging technologies, and the application of "omic" methodologies. Therapeutic development includes drug and nucleic acid delivery technologies, regenerative and reparative medicine, gene therapy, and device development; supports training and career development for these areas of research.
Program in Prevention and Population Sciences - HNH97

(1) Supports and provides leadership for population- and clinic-based research on the causes, prevention, and clinical care of cardiovascular, lung, and blood diseases and sleep disorders; (2) research includes a broad array of epidemiological studies to describe disease and risk factor patterns in populations and to identify risk factors for disease; clinical trials of interventions to prevent disease; studies of genetic, behavioral, sociocultural, and environmental influences on disease risk and outcomes; and studies of the application of prevention and treatment strategies to determine how to improve clinical care and public health; and (3) supports training and career development for these areas of research.
(1) Investigates physiological and pathophysiological mechanisms by integrating biological, chemical and physical information from diverse sources; (2) develops and exploits advanced methodologies for large-scale data acquisition in biological systems; (3) develops and exploits computational tools needed for interpretation of studies using large-scale data acquisition techniques; and (4) develops and exploits mathematical modeling approaches to discover emergent properties of biological systems that are not explainable solely by knowledge of the properties of the parts.
Population Sciences Branch - HNH6Z06

(1) Conducts population research into heart, lung, metabolic, and blood (HLMB) diseases through the application of traditional and novel scientific tools to better understand the social, environmental, and biologic underpinnings of health and disease; (2) performs research using population level “omics” resources to understand the biological underpinnings of HLMB diseases; (3) fosters the translation of population research discoveries into novel mechanistic and diagnostic discoveries with the ultimate goal of uncovering new approaches to the diagnosis, treatment, and prevention of HLMB diseases and their risk factors.
As the central clinical research office for extramural affairs, (1) coordinates regulatory activities associated with clinical research both internally among NHLBI Extramural Divisions, and externally with NIH Institutes, and other government agencies such as the Food and Drug Administration (FDA) and the Center for Medicare and Medicaid Services (CMS); (2) serves in an advisory role to extramural scientific and health care staff, principal investigators, and research staff for the prevention and reporting of adverse events; (3) provides education and training for extramural staff managing clinical research; and (4) maintains central databases and policies and evaluates existing programs for standardizing data collection in clinical trials.
Vascular Biology and Hypertension Branch - HNH953

(1) Conducts and manages an integrated basic and clinical, extramural, research program to investigate vascular biology and the etiology, pathogenesis, prevention, diagnosis, and treatment of hypertension and vascular diseases; (2) promotes opportunities to translate promising scientific and technological advances from discovery through preclinical studies to networks and multisite clinical trials; and (3) areas supported by the Branch include: (a) Vascular Biology: biology of the vascular wall; vascular biology (related to hypertension; cerebrovascular, renal, and peripheral vascular disease; aneurysms; and lymphatic diseases); development of arteries, veins, lymphatics, and microcirculation; and angiogenesis; (b) Vascular Medicine: cerebrovascular, renal, and peripheral vascular disease; and aneurysms; and (c) Hypertension: blood pressure regulation including central, renal, and vascular control; and cerebrovascular disease resulting from high blood pressure.
Division of Extramural Research Activities - HNH5

(1) Advises the director on research contract, grant, and training program policies, (2) represents the Institute on overall NIH extramural and collaborative program policy committees and coordinates such policies within the Institute; (3) coordinates the Institute's research grant and training programs with the National Heart, Lung, and Blood Advisory Council; (4) provides the institutes program divisions with grant and contract management; (5) provides coordination and management of the Institute's public advisory committees; (6) provides initial scientific merit review of research grants and contracts for the Institute; (7) provides services to other Institutes and Centers fulfilling the requirement of service center agreements, (8) manages the NHLBI Scientific Review and Evaluation Awards; (9) develops, implements, and coordinates cross cutting, multidisciplinary activities and the mission areas of the NHLBI; (10) coordinates, facilitates, and enhances communication within the NHLBI, across NIH, and with other agencies and organizations regarding NHLBI strategic and innovative programs and activities; and (11) develops and provides extramural staff training and enhances communication across the Institute regarding standardized approaches, policies, methods, and procedures; and (12) provides conference services in support of the Institute; (13) provides leadership and coordination to accelerate the translation of basic discoveries and innovations into new diagnostics, devices, and therapeutics; (14) facilitates identification of emerging translational opportunities and develops interdependent teams that leverage resources across the NHLBI, other NIH Institutes and Centers, agencies, and organizations.
Office of the Director - HNH51

(1) Serves as a focal point for Institute policies and procedures relating to grants and contracts, and coordinates the application of such policies and procedures; (2) plans, coordinates, and manages activities of the subdivisions of the Division, including those relating to grants and contracts review and management for the Institute; (3) provides control points and administrative systems for issuance of grant and contract awards; and, (4) provides coordination and management of the Institutes public advisory committees; and (5) provides administrative support services for the Division; (6) manages the NHLBI Scientific Review and Evaluation Awards.
(1) Provides grants business management services to the Division of Cardiovascular Diseases including pre-award negotiation, fiscal analysis, facilities and administrative cost calculations, and post award management of grant and cooperative agreements.
(1) Provides grants business management services to the Division of Lung Diseases and the Division of Blood Diseases and Resources; including pre-award negotiation, fiscal analysis, facilities and administrative cost calculations, and post award management of grant and cooperative agreements.
Office of Acquisitions - HNH13D

(1) Plans and directs the business management activities of the NHLBI in research contract programs for heart, blood vessel, lung and blood diseases, and blood resources; (2) provides contract management support to the program divisions for review, financial analysis, negotiation, award, and administration of research contracts; (3) provides technical expertise and contract business management support needed by ordering offices for non-R&D requirements; (4) advises NHLBI and NIH staff on contract management policy; (5) provides reports and statistics on the status of contracts to the program directors and Director, NHLBI; and, (6) fulfills the requirements of service level agreements in providing the acquisition expertise and effort necessary for performing the above activities for customer ICs (NHGRI, NIDCR, NIBIB, NCATS, CSR, and NIAMS), and the NHLBI Global Health Initiative.
Clinical Studies and Training Branch - HNH582

(1) Serves as the primary point of contact for NHLBI program staff regarding all aspects of primary peer review of clinically- or training- related grant applications and R&D contracts; (2) provides Scientific Review Officers with clinically-focused scientific expertise; (3) organizes the peer review of career and training grants; and (4) provides guidance to NHLBI program staff on the preparation and publication of clinically- or educationally- focused initiatives. Two standing review committees are organized and run out of this branch: the Clinical Trials Review Committee (CLTR) and the NHLBI Institutional Training Mechanism Review Committee (NITM).
(1) Serves as the primary point of contact for NHLBI program staff regarding all aspects of primary peer review of grant applications and R&D contracts focusing on cardiovascular or pulmonary areas; (2) provides Scientific Review Officers with cardiovascular or pulmonary scientific expertise; (3) organizes the peer review of research grants, contracts, and research center proposals; and (4) provides guidance to NHLBI program staff on the preparation and publication of initiatives relating to cardiovascular or pulmonary science.
(1) Serves as the primary point of contact for NHLBI program staff regarding all aspects of primary peer review of Program Project Grants, and grant applications and R&D contracts focusing on hematological or vascular areas; (2) provides Scientific Review Officers with blood and vascular scientific expertise; (3) organizes the peer review of research grants, contracts, and research center proposals; and (4) provides guidance to NHLBI program staff on the preparation and publication of initiatives relating to hematological or vascular science. The Program Project Review Committee (HLBP) is organized and run out of this branch.
Office of Extramural Policy and Training - HNH5A

(1) Provides leadership and guidance on NIH and NHLBI on research grant, career development, and training program policies and processes, including creating new extramural policies, (2) communicates, implements, and evaluates new and existing policies; (3) develops policy guidance for the initial scientific and technical review of grant applications and contract proposals reviewed within the Institute; (4) reviews all correspondence from applicants questioning the review of an application and seeking an appeal; (5) serves as the first point of contact for activities involving research misconduct; and (6) educates the Institute’s program staff regarding extramural research policy and processes. (7) represents the Institute on NIH-wide extramural and collaborative program policy committees and develop and manage such policies within the Institute.
(1) Directs and implements a broad range of business, research, and clinical informatics programs in support of the biomedical research mission of the NHLBI; (2) Articulates the NHLBI information technology (IT) strategic plan, forecasts future needs, sets and implements NHLBI IT policies and procedures; (3) Defines and executes IT management methodologies, encompassing strategic planning, complex organizational structures, technical project management, and business process modeling and re-engineering; (4) Plans, monitors, and enforces information and systems security; (5) Engineers and oversees the day to day operation of the NHLBI information technology and data infrastructures -- including software, servers, storage, networks, databases, web sites, and computing and mobile devices; (6) Manages IT acquisitions and the associated IT budget for the Institute -- including the Capital Planning and Investment Control process for all NHLBI IT investments; (7) Guides and supports NHLBI administrative and scientific staff in the development and effective use of IT applications and services; (8) Collaborates with other NHLBI Divisions, Offices and Centers to identify IT needs, and to evaluate and implement IT solutions to meet those needs; and (9) Studies, evaluates and tests new technologies, hardware, software, and information systems.
Office of the Director - HNH1391

(1) Provides oversight and management of the ITAC -- including strategic alignment with the priorities of the NHLBI, leadership and guidance to the ITAC Branches and Sections; and Center-wide resource and space management; (2) Communicates and promotes the goals, needs, and achievements of the NHLBI in the areas of information management and technology to the NIH and its Institutes, HHS and other Government agencies, and outside vendors and partners; (3) Reviews the IT component of all RFAs and RFPs issued by NHLBI and provides clearance for such, works with officials during the execution of grants and contracts with significant IT components to evaluate the appropriateness of the investment and to ensure adherence with NHLBI IT guidelines and policies; and (4) Through the Information Systems Security Section, provides Systems Security Administration and Management -- including defining standards, and implementing and monitoring Information Systems Security measures, and enforces all OMB, HHS, NIH, and NHLBI information technology security guidelines and policies. (5) Provides oversight to the service implementation arms of the Center. (6) Through the Customer Support Branch provides services that support users of IT resources including training, 508 remediation and help desk. (7) Manages all ITAC-wide regulatory, administrative, and financial functions. (8) Manages the ITAC office space -- including space assignments, forecasting of office space needs, and the development of justifications and business cases for office space requests; (9) Manages the ITAC budget execution, the operations of the NHLBI CPIC governance board (the IT Investment Review Board), and issues performance reports on all qualified IT investments to NIH and HHS; and (10) Develops standard operating procedures, tracks key ITAC performance metrics, and translate metrics into actionable recommendations to improve the operational efficiency of ITAC.
Customer Support Branch - HNH1396

(1) Maintains website content on NHLBI’s public internet sites and internal intranet sites. (2) Provides high-quality, customer-oriented technical support to ensure the optimal operation and usage of the NHLBI IT resources; (3) Manages the operations of the IT Help Desk -- including service requests, ticket queue, support performance metrics and reports, and quality assurance; and (4) Expands the information technology knowledge of the NHLBI user community through classroom instruction, one-on-one training, and documentation in areas such as software applications, security, and new technologies. (5) Provides remediation services and advice on Section 508 of the US Rehabilitation Act.
(1) Oversees contractor teams implementing solutions focused on scientific needs across the Institute including support for Intramural research databases and tools and science focused systems for the Extramural program. (2) Sets standards for the selection and implementation of scientific systems. (3) Advises customers on solutions to their scientific IT needs; and (4) Conceives and develops state-of-the-art custom software, databases, and web-based applications addressing the scientific needs of the organization.
Business Solutions Delivery Branch - HNH1398

(1) Oversees contractor teams implementing solutions focused on business and administrative processes across the Institute including support for administrative functions, grants, contracts, human resources etc. (2) Provides leadership and technical expertise to ensure that NHLBI Web Properties are aligned with the Institute’s mission and effectively communicate the Institute's messages; (3) Manages the NHLBI Web Governance framework and implements policies set by the Web Policy Council; (4) Ensures that the NHLBI web properties and technologies remain in compliance with all applicable Federal regulations; (5) Defines the performance metrics for and measures the impact of the NHLBI web-based communication efforts; and (6) Conceives and develops state-of-the-art custom software, databases, and web-based applications addressing the business needs of the organization.
Infrastructure Services Branch - HNH1399

(1) Specifies, acquires, configures, and maintains the technical architecture including configuration; (2) Defines the operational principles and procedures in all matters that pertain to the storage, delivery, and safeguarding of business data available over the information network; (3) Develops and maintains technology standards – including service delivery processes, desktops, servers, mobile devices, storage, networking and other infrastructure items. (4) Evaluates, pilots and tests new technologies. (5) Provides recommendations for evolution of the NHLBI IT technical architecture. (6) Defines standards for information management and the technical infrastructure. (7) Sets the technical frameworks and programming languages supported at NHLBI for software development; (8) Defines the methods and tools used to ensure that software product development adheres to process, performance, and qualities standards. (9) Maintains and improves IT applications based on formal evaluations and user experience, and in response to evolving development methods and technologies. (10) Configures, installs, and troubleshoots all IT devices deployed to the NHLBI user community.
Office of Operations Management - HNH139A

(1) Manages and directs the technical functions of the Information Technology and Applications Center (ITAC); (2) Ensures that processes are in place to facilitate support of customers, management of the NHLBI IT Infrastructure, the assurance of IT security, and the development and implementation of software systems; (3) Collaborates with ITAC stakeholders to regularly evaluates the processes of ITAC and works to continuously improve operational performance; (3) Develops the IT Strategic Plans for the Institute, reviewing them with stakeholders and then putting in place concrete operational plans to meet the goals expressed in the strategic plans; (4) Monitors performance against operational plans; (5) Oversees the Center’s budget including conducting studies to support long range planning for investment in infrastructure; (6) Manages all acquisitions required to support the mission of the Center including acquisition of IT hardware, software and services; (7) Provides required reports to the NIH OD, OCIO and to HHS as required including those documents required to ensure compliance with legislation, regulation and policy such as Clinger-Cohen and FISMA; (8) Oversees the operation, maintenance and enhancement of the NHLBI IT Infrastructure ensuring that the infrastructure meets the changing needs of the Institute; (9) Oversees all customer support activities including the NHLBI IT Service Desk, IT Training, the “Walk In Center” and the Customer Relationship Management Program; (10) Assesses customer satisfaction and creates plans for continuous improvement; (11) Sets standards and policy for the design and implementation of hardware and software systems, and regularly assesses compliance with these standards; (12) Monitors performance of contractors and works with the Office of Acquisitions to ensure that contractor performance is managed; (13) Develops and publishes NHLBI specific IT security policy, and develops and implements plans for continuously monitoring compliance, remediating issues where necessary.
Extramural Financial Analysis Section - HNH1322

(1) Plans and coordinates the financial management of the Institute’s grant programs and manages the information systems containing data on grants and grant application; (2) provides advice, information and policy recommendations concerning grants funding to the Institute Director, Executive Officer, Financial Management Officer, and senior staff of the Institute; (3) participates in the formulation of all major grant obligations and makes the information available to Institute and NIH staff; (5) prepares regular and special financial reports on NHLBI grant and contract programs; and (6) recommends alternative funding solutions for extramural mechanisms and provides future year funding projection for grants and contracts.
Office of Management - HNH13

(1) Advises and assists the Director on administrative matters; (2) plans and directs management functions of the Institute including financial management, personnel management, material procurement, office services, management analysis, and reports and statistics relating to the Institute's administrative activities; (3) interprets, analyzes, and implements new legislation, administrative orders, and management concepts affecting the mission of the Institute; and (4) provides, plans, directs, and implements a comprehensive ethics program in accordance with the requirements established by the Office of Government Ethics, the Department of Health and Human Services, and the National Institutes of Health.
Management Services Branch - HNH13A

1) Advises and assists the Executive Officer on data driven decision making and workforce development and engagement; 2) Provides management advisory services, develops management and administrative policies and procedures and coordinates their implementation throughout the Institute; 3) Conducts studies and analyses of Institute management functions, program and administrative operations, and policy compliance; 4) Serves as staff resource for the Office of the Director, NHLBI, and other key officials, providing administrative management services which includes personnel services, recruitment strategies, management analysis and other administrative functions; 5) Administers the A-76 Commercial Activities Program, Risk Management and internal controls, MD-715, emergency planning activities, succession planning and delegations of authority; 6) Coordinates, analyzes and provides advice on all organizational change proposals for the Institute; 7) Maintains and coordinates the Institute’s performance appraisal systems and performance based awards programs; 8) Manages the NHLBI Executive Development Training Program, specialized instructional training for NHLBI managers, supervisors and employees and serves as the point of contact for special internship programs; 9) Provides data analyses on administrative functions (including workforce planning) to drive administrative efficiencies; 11) Coordinates and manages the Institute’s special recognition programs; 12) Manages the Institute’s corporate recruitment program; 13) Works with management to address and resolve administrative and operational issues which impact employees, performance, morale, and the work environment.
Management Analysis Section - HNH13A2

1) Provides management advisory services, develops management and administrative policies and procedures and coordinates their implementation throughout the institute; 2) Conducts studies and analyses of institute management functions, program and administrative operations, and policy compliance; 3) Administers the A-76 Commercial Activities Program, Risk management and internal controls, MD-715, emergency planning activities, and delegations of authority; 4) Coordinates, analyzes and provides advice on all organizational change proposals for the Institutes; 6) Provides data analyses on administrative functions (including workforce planning) to drive administrative efficiencies.
1) Serves as staff resource for the Office of the Director, NHLBI, and other key officials, providing administrative management services which includes personnel services, recruitment strategies, management analysis and other administrative functions; 2) Maintains and coordinates the Institute’s performance appraisal systems and performance based awards programs; 3) Manages the NHLBI Executive Development Training Program, specialized instructional training for NHLBI managers, supervisors and employees and serves as the point of contact for special internship programs; 4) Coordinates and manages the Institute’s special recognition programs; 5) Manages the Institute’s corporate recruitment program; 6) Works with management to address and resolve administrative and operational issues which impact employees, performance, morale, and the work environment.
Program Management Office - HNH13C

(1) Provides high level analysis of the ICs business process to drive decision making and organizational direction based on results using a consistent, repeatable, measureable and predictable methodology; (2) conducts analyzes of organizational functions to determine how the function is perform and by whom and develops new functional process to enhance the efficiency of the organization; (3) develops and implements analytical measurements for program evaluation purposes; (4) creates and maintains a solutions library that will house templates and guidance as a repository of best practices; (4) coordinates, analyzes and provides advice on all organizational change proposals for the Institute; (5) defines and evaluates the direction of the OM using a strategic planning process to ensure organizational success.
(1) Implements NIH, HHS and Federal Government IT Security Policy. (2) Audits NHLBI IT assets for compliance with IT Security policy. (3) Remedies security vulnerabilities in IT infrastructure and workstations. (4) Reviews IT security components of contracts. (5) Develops and implements strategies for IT security in infrastructure, desktop and custom software. (6) Works with the NIH IT Security Team to implement NIH security guidance. (7) Develops Certification and Accreditation (C&A) packages for all NHLBI sponsored applications, systems and hosting environments. (8) Develops IT Security policy. (9) Maintains an IT Security posture in line with the risk to confidentiality, integrity and availability of NHLBI data. (10) Ensures all NHLBI staff comply with mandatory IT security requirements including training.
Center for Translation Research and Implementation Science – HNHA

(1) Plans, fosters, and supports an integrated and coordinated program of research to understand the multi-level processes and factors that are associated with successful integration of evidence-based interventions within specific clinical and public health settings such as worksites, communities, and schools; (2) Identifies and makes readily available to implementation and dissemination practitioners emergent knowledge about the late phases of translation research, especially the “T4” phase, for rapid and sustained adoption of effective interventions in real world settings; (3) Leads the NHLBI effort in the rigorous, systematic evidentiary reviews and subsequent NHLBI participation in the collaborative model for clinical practice guidelines development; (4) Supports training and career development of personnel in “T4” translation research and health inequities relating to heart, lung, and blood diseases; (5) Provides a focal point for advice and guidance on matters pertaining to minority health, health inequities and minority participation in research; (6) Represents the NHLBI to other governments, other Federal Departments and agencies, international organizations, and the private sector on global health issues; and (7) Provides data analytics and portfolio analysis to evaluate and inform future directions of implementation research programs.
Office of the Director - HNHA1

(1) Plans, coordinates, and manages activities of all CTRIS subdivisions; (2) fosters and coordinates trans-NHLBI and interagency collaborative activities in T4 translation research and implementation and dissemination science at the domestic and global levels; (3) develops and maintains the necessary technical management capability to foster and guide effective national and international activities in implementation and dissemination research in heart, lung, and blood diseases; and (4) provides administrative and crosscutting technical support and coordination to achieve NHLBI strategic planning goals and objectives.
Translation Research Branch - HNHA2

(1) Supports and fosters research in the late phases of research translation, especially the “T4” phase that leads to generalizable knowledge about heart, lung, and blood diseases and sleep disorders in real world settings; (2) Supports an integrated and coordinated program of research to understand the multi-level processes and factors that are associated with successful integration of evidence-based interventions within specific settings such as worksites, communities, or schools; (3) Explores initiatives that address research questions at the interface of the biomedical and socio-ecological domains to include bio-behavioral, environmental, and healthcare approaches to reduce the occurrence and consequences of heart, lung and blood diseases and related disparities; (4) Facilitates trans-disciplinary research collaborations and serves as the focal point at NHLBI for maximizing population-level impact of NHLBI research discoveries; (5) In collaboration with other CTRIS branches and NHLBI divisions, identifies gaps in translation research knowledge to inform the development of future research opportunities; (6) Promote collaboration among research investigators, research networks, professional organizations, scientific academies, and major funders of research domestically and globally.
(1) Leads the NHLBI effort in the rigorous, systematic evidentiary reviews and subsequent NHLBI participation in the collaborative model for clinical practice guidelines development; (2) Identifies and makes readily accessible to implementation and dissemination practitioners emergent knowledge about the late phases of research translation, especially the “T4” phase in real world settings, for rapid translation into applications to enhance dissemination and implementation in real world settings of knowledge for the prevention and management of heart, lung, and blood diseases and blood disorders; (3) Provides scientific expertise and technical assistance to enhance NHLBI grantees’ implementation and dissemination plans and practices; (4) Identifies knowledge gaps in research translation, especially in the “T4” phase in real world settings, for informing future research opportunities; and (5) facilitates knowledge exchange opportunities, through knowledge networks and other strategies, for researchers and users of translation research, especially the “T4” phase in real world settings, to discuss issues of research applicability relevance, and utility to inform future research needs and opportunities.
Health Inequities and Global Health Branch - HNHA4

(1) Serves as the NHLBI focal point for advice and guidance on research pertaining to health inequities, domestically and globally, including identifying gaps and needs as well as research opportunities to address them; (2) Supports the strategic development of “T4” translation research and implementation science in the global arena; (3) Represents the NHLBI to other governments, other Federal Departments and agencies, other NIH Institutes and Centers, international organizations, and the private sector on global health issues; (4) Develops strategy positions related to the determinants of health inequities and global health and facilitates the involvement of the Public Health Service in support of these positions and in collaboration with other agencies and organizations; and (5) Provides leadership and coordination for bilateral programs with selected countries, in support of Presidential and Vice Presidential initiatives within the Executive Branch.