

National Institute of Arthritis and Musculoskeletal and Skin Diseases - HNB

(1) Provides leadership for a national program in the major disease categories of arthritis and musculoskeletal and skin diseases; (2) plans, conducts, fosters, and supports an integrated and coordinated program of research, investigations, clinical trials, and demonstrations relating to the causes, prevention, methods of diagnosis, and treatment of these categorical diseases through: research performed in its own laboratories and clinics, epidemiologic studies, research contracts and grants, and cooperative agreements to scientific institutions and to individuals; (3) supports training of personnel in fundamental sciences and clinical disciplines by individual and institutional research training awards; (4) conducts educational activities, including the collection and dissemination of health education materials on these diseases, with emphasis on the prevention thereof, for health professionals and the lay public; and (5) coordinates, with the other research institutes and with all Federal health programs, relevant activities in the categorical diseases.

Office of the Director - HNB1

(1) Provides leadership, direction, planning, evaluation, and coordination of NIAMS programs and policies; (2) advises the Director, NIH, on policy matters concerning arthritis, musculoskeletal and skin diseases research and research training; (3) provides management and administrative services to the Institute, including budget, human resources, and management analyses; (4) provides program analysis and develops and maintains scientific data bases for reporting program activities; (5) develops, coordinates and implements communication activities and clearinghouse projects; (6) establishes, maintains, and conducts programs to promote EEO; and (7) provides liaison with professional organizations related to arthritis and musculoskeletal and skin diseases.

Office of Administrative Management - HNB1-4

(1) Advises the Director, Program Directors, and other key officials on administrative policies and practices; (2) plans and directs management functions of the Institute, including budget, financial management, personnel, procurement, administrative management services, management analysis, and scientific and information and data processing; (3) interprets and analyzes concepts affecting the overall mission of the Institute; and (4) develops policies on administrative management and prepares and issues procedures and guidelines for their implementation.

Scientific Information Technology Branch - HNB1-42

(1) Directs the information management and network services for the Institute; (2) serves as the Institute's central resource for systems analysis, design, network and computer security administration, and programming expertise; this includes local and wide area network management and administration of World Wide Web servers for the Internet and the NIAMS and NIH Intranet; (3) serves as the Institute's primary interface with the NIH Center for Information Technology and the Department, and other Federal information technology (IT) organizations to interpret and comply with IT and information resource management regulations, policies, and procedures, as well as implement or interface with common systems; (4) develops and maintains computer systems and applications for collecting, organizing, and reporting information for research grants and contracts management, laboratory management, research experiments, and clinical studies; (5) provides IT planning, evaluation, direction, user support, and training to Institute staff and top management in order to achieve optimal utilization of computerized resources; and (6) prepares and maintains documents, reports, and statistical tabulations containing scientific and administrative data on all NIAMS programs including extramural research grants and contracts and intramural research projects and clinical studies.

Financial Management Branch - HNB1-44

(1) Serves as principal advisor to the Institute Director, Deputy Director, Scientific Director, Executive Officer, and Program Directors in the financial management aspects of the planning, formulation, execution, and evaluation of the Institute's research grant, training, research and development contracts, and direct research programs; (2) collaborates with program planning staff in the development and coordination of Institute programs with the budget process; (3) formulates and monitors the Institute's financial management program and establishes a system of effective control of funds utilized through intramural research, grants, and contractual processes; (4) is responsible for: (a) providing budget guidance to NIAMS program areas; and (b) compiling and preparing the Institute budget and ensuring that the budget meets the needs of the Institute management in controlling the financial aspects of its diverse and complex research programs; (5) is responsible for devising financial data systems for NIAMS that are beneficial in obtaining data for management decisions and, at the same time, are sufficiently compatible with the central NIH accounting system so that dual reporting does not exist; (6) develops budget back-up material for OMB and congressional appropriation hearings and assists in the briefing of witnesses in defense of the budget before NIH and Congress; (7) serves as focal point for the monitoring and clearance of budgetary and fiscal data as the result of congressional and public inquiries; (8) provides fiscal data required in program evaluation and development, including developing, charting, and analyzing historical information; and (9) provides fact-finding, evaluative, and advisory staff services to senior staff.

Administrative Management Branch - HNB1-46

(1) Provides overall administrative management counsel, support and management analysis to the Office of the Director (OD) and the Extramural Programs (EP); (2) Serves as the coordinating point in handling administrative or management problems that cross division lines and which cannot be resolved at that level; (3) analyzes effects of changes in administrative management policies and practices by organizational echelons above the NIAMS and advises the Executive Office of these effects; (4) advises 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) manages the personnel, property, management, procurement, station support contracts, space, travel, budget, and management analysis functions as necessary to ensure the efficient and effective implementation and operation of programs within the Institute; coordinates, analyzes, and provides guidance on all organization change proposals for the Institute.

Management Policies, Programs and Initiatives Branch - HNB1-47

(1) Develops and/or provides advice for the development of general administrative policies and procedures and their implementation throughout the Institute; (2) designs and conducts management studies and surveys including manpower utilization, workload measurement, work simplification, etc. for all parts of the Institute; conducts studies and analyses of institute management functions, program and administrative operations, and policy compliance; analyzes and provides advice on organization proposals; (3) coordinates response of all management issues in response to requirements from NIH/DHHS; (4) provides consultation and assistance to the Office of the Director, NIAMS, and other key officials; (5) coordinates, analyzes and provides advice on all organizational change proposals for the institute; (6) coordinates and maintains the Institute's performance management systems, ethics program, and awards program; (7) coordinates, implements, and test-pilots programs and systems for the management of new administrative initiatives; (8) interprets, analyzes, and makes recommendations concerning delegations and re-delegations of program and administrative authorities, and develops appropriate delegating documents; (9) plans, directs, and coordinates administrative initiatives, serving as "change agents," to facilitate change that would affect the Institute, to include identifying, developing and coordinating actions requiring transition; (10) develops, implements and manages training and education programs for the Institute; (11) facilitates recruiting and retention programs (i.e., AWS, Telecommuting, Loan Repayment); and (12) coordinates and manages the Institute's intranet content.

Intramural Research Program - HNB-2

(1) Plans and conducts a program of laboratory and clinical research related to various arthritic, autoimmune, musculoskeletal, and skin diseases to ensure maximum utilization of available resources in attainment of Institute objectives; (2) conducts basic research in genetics; biochemistry; immunology; pathology; histochemistry; chemistry; physical, chemical and molecular biology; and pharmacology; (3) evaluates research efforts and establishes program priorities; (4) allocates funds, space, and personnel ceilings and integrates new research activities into the program structure; (5) collaborates with other Institute and NIH programs and maintains an awareness of national research efforts in program areas; and (6) advises the Director and staff on intramural research program and areas of science of interest to the Institute.

Science Communications and Outreach Branch – HNB1-48

(1) Advises the Director, Office of Administrative Management, and members of the Institute's scientific and administrative staff on an integrated program to disseminate the goals and findings of NIAMS programs and projects to the public, the media, the biomedical community, and private health organizations; (2) Provides responses to public and media inquiries and to inquiries from the White House, the Department and other Federal agencies; (3) Supports and coordinates the preparation, production, and clearance of print and electronic (Web-based) publications, audiovisuals, graphics, exhibits, and media requests for the Institute; (4) Works with voluntary and professional health organizations to exchange information and plan cooperative activities related to dissemination of clinical and research information; (5) Manages the operations and long-range plans of the legislatively mandated NIAMS Information Clearinghouse and the NIH Osteoporosis and Related Bone Diseases-National Resource Center; (6) Coordinates the oversight and maintenance of content of the NIAMS Web site; (7) Coordinates with the NIH Office of Communications and Public Liaison and the Department of Health and Human Services Assistant Secretary for Public Affairs, providing information and advice as needed; (8) Serves as a point of contact for the public and carries out programs of outreach and interaction with the public.

Scientific Planning, Policy, and Analysis Branch – HNB1-49

(1) Advises the Director, Office of Administrative Management, on science policy issues affecting the Institute's biomedical and behavioral research programs; (2) Collaborates with scientific program staff to identify significant research advances and to assess the progress of the Institute in meeting its objectives, and tracks external policies that could impact on NIAMS research and training; (3) Participates in developing new policy and program initiatives, develops policy positions on issues arising from translating discoveries from NIAMS research to various uses in the public domain, and provides support and liaison services to program managers for coordinating, integrating, and articulating long-range program goals and strategies; (4) Monitors and coordinates the NIAMS planning and evaluation activities, conducts long-range planning and evaluation officers at the NIH and Department of Health and Human services (DHHS), and maintains close coordination with external legislative personnel in tracking legislation; (5) Coordinates with the NIH Office of Science Policy, the NIH Office of Legislative Policy and Analysis, the DHHS Assistant Secretary for Planning and Evaluation, and the DHHS Assistant Secretary for Legislations (6) Serves as an informational resource on NIAMS policies dealing with its research, research training, and information programs; (7) Responds to requests from various NIH entities, Capitol Hill, and advocacy organizations, as well as DHHS and the Office of Management and Budget; (8) Coordinates the Institute's annual reporting processes to key stakeholders, including the Congress, DHHS, the White House, and outside interest groups; (9) Develops and disseminates speeches and major presentations for the Institute Director and other senior staff for a wide range of internal and external audiences.

Administrative Management Branch - HNB-2-3

(1) Advises the Scientific Director, Lab and Branch Chiefs, and other key officials on administrative policies and practices; (2) plans, coordinates and directs management functions of the Intramural Research Program, including budget, financial management, personnel, procurement, office services, management analysis and scientific information and data processing; (3) interprets, analyzes, and implements any new legislation affecting administrative orders and new concepts affecting the overall mission of the Program; and (4) develops policies on administrative management and prepares and issues procedures and guidelines for their implementation.

Office of Science and Technology - HNB-2-4

(1) Advises the Scientific Director, Lab and Branch Chiefs, and other key officials on collaborative and cooperative activities, training programs and proper use of laboratory animals; and (2) negotiates and facilitates scientific collaborations that involve trans-institute and trans- NIH initiatives and agreements.

Laboratory Animal Care and Use Section - HNB-2-44

(1) Advises the Scientific Director, Administrative Officer, Laboratory and Branch Chiefs, and others as indicated on the use of animals in the IRP; (2) provides oversight on all aspects of laboratory animal care and use by the IRP to ensure that requirements of laws, regulations, and policies on animal use and wellbeing are followed appropriately at all locations; (3) provides administrative support for the NIAMS Animal Care and Use Committee; (4) manages designated IRP animal facilities and satellite facilities that are located in designated NIAMS space; (5) provides training to research staff of all IRP Branches/Laboratories using laboratory animals as needed; (6) develops and implements laboratory animal care policies, procedures, and guidelines.

Light Imaging Section - HNB-2-45

(1) Advises and assists IRP staff with light imaging aspects of their scientific research, the level of involvement ranging from consultation to collaboration depending on needs (2) procures state-of-the-art, high quality light imaging equipment and imaging software for IRP staff and assures that the equipment is maintained in good working order with as little downtime as possible; (3) provides hands-on education to IRP staff on basic uses of light microscopy techniques; (4) helps IRP staff with advanced light imaging techniques, directly or by linking with local or outside experts.

Biodata Mining and Discovery Section - HNB-2-46

The overall mission of this section is to participate in and to conduct biomedical research with computational approaches in support of the ultimate research goals of the NIAMS= IRP. Specific functions may include: (1) Develop and implement biodata mining algorithms, strategies, and methods for scientific discovery; (2) Explore and evaluate tools and techniques for data organization and data analysis in the emerging and rapidly developing fields such as Bioinformatics, Systems Biology, Genomics, and Proteomics; (3) Share the expertise in biodata mining and molecular analysis with other investigators of IRP; and (4) Function as the liaison between the IRP and other research institutes as well as commercial companies in biocomputing based collaborative projects.

Translational Immunology Section - HNB-2-47

Provides state of the art flow cytometric analysis and cell purification support for investigators in the Intramural Research Program of NIAMS. The section has both analytic and sorting capabilities. Analytic analysis, including up to eight color discrimination, as well as single cell sorting and analysis of fluorescence resonance energy are available.

Office of Clinical Director - HNB-2-5

Plans, coordinates and conducts translational research related to the causes, pathogenic mechanisms and possible new therapies of inflammatory arthritis, autoimmune disease, inflammatory muscle diseases and osteoarthritis.

Rheumatology Fellowship and Training Branch - HNB-2-52

(1) Oversees the ACGME accredited training program in Rheumatology; (2) plans, coordinates and operationalizes the provision of rheumatology care in the CRC, the ACRF and the NIAMS off-campus clinical facilities; and (3) plans, coordinates and supervises the clinical training program in rheumatology.

Community Research and Care Branch - HNB-2-54

Conducts clinical studies at the NIAMS Community Health Center.

Career Development and Outreach Branch - HNB-2-8

(1) Advises the Scientific Director, Lab and Branch Chiefs, and other key officials within the NIAMS IRP on current and potential training programs; (2) coordinates resources available for NIAMS fellows and their sponsors; (3) works, in partnership with existing NIAMS and NIH components, to ensure that the NIAMS continues to attract the highest caliber trainees, including postdoctoral fellows, summer interns, graduate students, and postbaccalaureate fellows, and to provide them with a genuine growth experience which will enhance their ability to compete for independent research or other science-related careers in government or the private sector; (4) facilitates NIAMS fellows to become leaders in the biomedical research community; (5) takes the lead on outreach; and (6) supports the Office of the Scientific Director.

Dermatology Branch – HNB-2-9

The Dermatology Branch conducts both clinical and basic research studying the etiology, diagnosis, and treatment of inflammatory and malignant diseases involving the skin and the host's response to these diseases. The basic research involves biochemical as well as biological studies of skin. In addition, the Branch conducts clinical studies, both diagnostic and therapeutic, in a broad range of diseases. It is also responsible for patient consultations throughout the Clinical Center. The Dermatology Branch has a long tradition of being a fellowship training center for individuals who have become outstanding scientists and leaders in investigative dermatology in the United States and abroad.

Laboratory of Muscle Biology - HNB-23

(1) Plans and conducts physicochemical research on a wide range of biological systems; and (2) conducts experiments using X-ray diffraction, spectroscopy, high time resolution force recording, micro calorimetry, electron microscopy, light microscopy, surface film analysis, and radiation inactivation analysis in studies involving muscle contraction, lipid bilayers, blood platelet aggregation, and the role of macromolecules in biological systems.

Laboratory of Structural Biology Research - HNB-24

(1) Plans and conducts research into the structures and assembly mechanisms of biological macromolecules with emphasis on viruses; the cytoskeletons of cells in normal and disease-related states, with particular reference to connective tissue (skin, muscle, etc.); membranes; and other molecules and supramolecular complexes; (2) relates structure to function at the molecular level, including regulatory conformational changes, polymerization-depolymerization reactions, and other related phenomena; and (3) develops and applies advanced experimental techniques including electron microscopy, image processing, computational modeling, and a wide range of other biophysical and biochemical methods.

Laboratory of Skin Biology - HNB-25

(1) Plans and conducts studies on the expression, structure, and genetics of the principal structural proteins of the epidermis, including, but not limited to, keratin intermediate filaments, filaggrin, the cell envelope and their accessory proteins in normal and abnormal skin; and (2) plans and conducts clinical and genetic research on hereditary skin disorders.

Developmental Skin Biology Section - HNB-254

(1) Plans and conducts studies on the molecular mechanisms regulating the different stages of epidermal differentiation and ectodermal appendage development; and (2) identifies and characterizes novel epidermal and differentiation specific genes.

Protein Expression Laboratory - HNB-27

(1) Plans and conducts research on the expression, purification and characterization of HIV and HIV-related proteins. (2) Collaborates with NIH intramural scientists studying the structure and function of HIV and HIV-related proteins. (3) Serves as support and resource group for the expression and purification of HIV and HIV-related proteins.

Autoimmunity Branch - HNB-28

Plans and conducts research on the molecular basis of autoimmune disease in man. Specifically, the Branch plans and conducts research designed to understand the regulation of immune responses leading to specific antibody production and derangements in those processes that underlie autoimmunity. In addition, the Branch plans and conducts clinical investigation testing the application of the principles derived to understanding the causes of autoimmune diseases such as systemic lupus erythematosus and developing novel therapies.

Immunoregulation Section - HNB-283

(1) Investigates how alterations in regulatory signaling pathways in immune cells lead to abnormal immune responses, chronic inflammation, and autoimmune diseases; (2) studies cytokines in the TNF family and their receptors, which are critical in the pathogenesis and treatment of several autoimmune and inflammatory diseases, using both cellular and molecular biology to increase understanding of the basic mechanisms of transmembrane signal transduction of selected TNF family receptors; (3) investigates how membrane-proximal events in receptor signal transduction can be influenced by environmental or other signals to alter cellular responses, which may aid in designing more effective therapeutic strategies to modulate the effects of TNF-receptor family signaling in autoimmune and inflammatory diseases; and (4) uses mouse models and patient-derived samples to study the role of particular TNF family ligand-receptor systems in immune cells in the context of mutations in these receptors or associated signaling models.

Cartilage Biology and Orthopaedics Branch - HNB-2B

(1) Conducts basic and clinical research directed towards understanding the mechanisms regulating cartilage function and the basis of cartilage and orthopaedic diseases, and the development of functional cartilage tissue substitutes; and (2) researchers use cellular, molecular, and bionomic approaches to analyze cartilage development, growth, diseases and aging, as well as applying the emerging technology of tissue engineering for functional cartilage replacement.

Molecular Immunology and Inflammation Branch - HNB-2D

(1) Conducts basic and clinical investigations on the molecular mechanisms underlying immune and inflammatory responses in rheumatic and autoimmune diseases; and (2) studies receptor-mediated signal transduction and how these events link to the regulation of genes involved in inflammatory responses.

Lymphocyte Cell Biology Section - HNB-2D2

Conducts research into the molecular basis of cytokine action to define the mechanisms by which these mediators regulate processes such as development, differentiation, memory, tolerance and homeostasis in immune cells

Laboratory of Muscle Stem Cells and Gene Regulation - HNB-2E

Conducts research aimed at the identification, clarification, and experimental manipulation of the molecular and cellular mechanisms responsible for the specification, proliferation, differentiation and regeneration of skeletal muscle cells.

Laboratory of Molecular Immunogenetics - HNB-2G

(1) Conducts basic and translational research on the molecular events involved in normal and abnormal immune cellular processes and how these event lead to loss of immune system regulation and disease in vivo; and (2) studies the role of immune receptors in initiating immune responses and what role these receptors may play in both health and disease.

Molecular Immunology Section - HNB-2G2

(1) Conducts research on the molecular mechanisms underlying receptor-mediated immune cell activation -- studies focus on in vivo models to identify the role of individual or multiple gene products in modulating the immune response in both health and disease; and (2) seeks new targets to control immunological and inflammatory diseases.

Genomics and Immunity Section - HNB-2G3

(1) Conducts research on the mechanisms that maintain the stability of the mammalian genome; and (2) employs state of the art confocal microscopy, video imaging, and bioinformatic techniques to examine the class switch recombination and somatic hypermutation of mature B lymphocyte cell immunoglobulin genes undergoing an immune response to elucidate the molecular interplay between the transcription machinery, chromatin remodeling complexes, a plethora of DNA repair enzymes, and a B cell specific factor known as AID and increase the understanding of how their activity is orchestrated within a living cell nucleus,

Arthritis and Rheumatism Branch - HNB-2H

(1) Plans and conducts clinical and laboratory investigations on pathology, pathogenesis, diagnosis, and treatment of rheumatic and other autoimmune diseases emphasizing immunological studies and research into therapeutic mechanisms in these conditions; (2) plans and conducts clinical trials and therapeutic evaluations of drugs used in these conditions; and (3) plans and conducts research on fundamental aspects of the muscle biology and the pathogenesis of inflammatory and other myopathies.

Clinical Trials and Outcomes Branch - HNB-2i

Studies the epidemiology, treatment and long-term outcomes of rheumatic diseases; and (2) focuses on outcomes research, epidemiology of rheumatic diseases, research on health disparities, and methodological and statistical consultation.

Pediatric Translational Research Branch - HNB-2J

Conducts an integrated program of clinical and laboratory investigations of rheumatic inflammatory diseases affecting children.

NIH Center for Regenerative Medicine – HNB-2K

NIH – CRM is an intramural Center of Excellence in induced pluripotent stem cell technology whose mission: (1) Advances translational studies and develops cell-based therapies through collaborations within the NIH intramural program and through provision of resources to the community at large; and (2) develops appropriate experimental tools, and provides quality control and standards, benefitting the boarder research community and advancing personalized medicine.

Laboratory of Regenerative Medicine – HNB-2L

Conducts research aimed on the differentiation of pluripotent and multipotent precursor cells – including induced pluripotent stem cells, neural stem cells and neural crest cells to bone, muscle, neurons and related cell types – for the purpose of understanding basic principles of cellular differentiation and for restoring tissue function.

Laboratory of Oral Connective Tissue Biology – HNB-2M

Conducts research on defining the key regulators, cells, and mechanisms controlling development, maintenance and regeneration of tissues that form the dental-oral-craniofacial (DOC) complex. The information gained is then used to design delivery systems for regenerating tissues of the DOC complex through trauma and/or disease.

Division of Extramural Research - HNB7

(1) Provides leadership and advice to the Director, NIAMS on all extramural research program and operational activities; (2) Plans and directs the Institute's research grant, training, and development contract programs; (3) represents the Institute on overall NIH extramural and collaborative program policy committees and coordinates such policies within the Institute; (4) advises the Institute Director concerning Institute extramural research policies related to extramural funding mechanisms; (5) maintains surveillance over developments in program areas and assesses the national need for research in the causes, prevention, diagnosis, and treatment of diseases for which the Institute is responsible; (6) prepares analyses of national research, identifies areas of increased efforts, and assists advisory groups in recommending funding levels for new and/or continuing program emphases; and (7) advises and participates with outside lay (voluntary health) and professional organizations in assisting and responding to needs and requirements of arthritis, muscle biology, bone biology and bone diseases, and musculoskeletal and skin diseases; and (8) reviews and evaluates national and international developments in all extramural research program-related areas.

Office of Extramural Operations - HNB72

(1) Provides leadership and advice to the Director, NIAMS and Director, Division of Extramural Research (DER), on developing, implementing, and coordinating extramural research contract, grant, and training program policies; (2) provides support for and works with scientific program areas in implementation and coordination of cross-cutting, multi-disciplinary activities in the mission areas of the NIAMS; (3) oversees scientific and technical peer review of applications for grants, cooperative agreements, and contract proposals; (4) provides the Institute's program areas with grant and contract management oversight; (5) oversees and manages NIAMS Advisory Council activities, including the appeals process, and coordinates the Institute's research grant and training programs for review by the Advisory Council; (6) enhances communication across the Institute regarding standardized approaches, policies, methods and procedures; (7) represents the Institute on overall NIH extramural and collaborative program policy committees and coordinates such policies within the Institute; (8) provides the point of contact for NIH-wide administrative requirements; (9) provides expertise regarding the oversight of evaluation and coordination of clinical studies and trials across the scientific program areas, working together with Program Directors and the Clinical Trials Team; and (10) assures adherence to policies related to human subject protections and other elements associated with the management of clinical studies and clinical trials.

Grants Management Branch - HNB722

(1) Interprets and applies grants management policies and participates in the development of Institute policies and procedures relating to the business management of grants programs; (2) provides fiscal and administrative policy review of grant applications; (3) assists program staff in analyzing and negotiating grant budgets as well as in proposing a grant payment hierarchy; (4) determines the amounts and terms of grants awards; (5) is responsible for awarding and encumbering funds; (6) maintains records of grant expenditures and balances on hand, providing this information to program scientific staff and other Institute officials; (7) responds to requests from grantees for re-budgeting; (8) reviews proposed audit exceptions and establishes the Institute's recommendations regarding their resolution; (9) provides liaison with other components of DHHS, PHS, NIH, and officials of grantee institutions; (10) maintains an official grant file system of all documents as required by DHHS, PHS, and NIH policy; (11) collaborates with the Scientific Review Branch to achieve efficient and effective execution of the NIAMS grants program; and (12) prepares and distributes grant-related materials that are required by review committee meetings, the NIAMS Advisory Council, and staff of the extramural program areas.

Scientific Review Branch - HNB723

(1) Provides policy direction and coordination for the planning and execution of initial scientific and technical merit review conducted within the Institute; (2) maintains uniform policies and procedures governing scientific and technical merit review of grant applications and contract proposals within the NIAMS; (3) manages the NIAMS chartered review committee and special emphasis panels in coordination with Committee Management Office; (4) identifies and selects qualified experts to serve on NIAMS review committee and special emphasis panels; (5) organizes and supervises all activities in the initial scientific and technical merit review process of applications and proposals that address NIAMS-specific needs, including program projects and centers (Ps), cooperative agreements (Us), Institutional training grants (Ts), career development awards (Ks), conference grants (R13s), multi-sites clinical trials (ROIs), loan repayment program (LRPs), other grant mechanisms and contract proposals for which NIAMS scientific review is specified in Program Announcements, Request for Applications or Request for Proposals; (6) serves as liaison for all activities related to receipt and referral of NIAMS grant applications, and assignment to appropriate NIAMS specific scientific programs/teams and NIAMS review committees; and (7) coordinates review activities with staff of NIAMS programs/teams, other extramural functional units, and Center for Scientific Review, NIH.