

Changes to the NIH Biosketch and Other Support Pages

Presenter: Allison Gottlieb
Director, Education and Communications
Grants and Contracts Office

Grants Forum Slides: 5/5/21
Last updated: 8/24/21
Updated slides will include a date after 5/5/21



**Mount
Sinai**

NIH Notice

Upcoming Changes to the Biographical Sketch and Other Support Format Page for Due Dates on or after May 25, 2021 (NOT-OD-21-073)

For application due dates on or after May 25, 2021, substantive changes to the NIH Biosketch and Other Support form pages are in effect.

This affects all NIH applications, including competing and non-competing (RPPRs).

...Some Housekeeping Notes



These slides match the GCO Grants Forum Presentation from May 5, 2021.

However, the GCO is updating this slide set as the NIH provides additional clarification or makes changes.

Updated slides will include a “Last Updated” date after May 5, 2021 so be on the lookout in this slide set.



What are the Changes?



Biosketch Form Page

OMB No. 0925-0001 and 0925-0002 (Rev. 12/2020 Approved Through 02/28/2023)

BIOGRAPHICAL SKETCH

Provide the following information for the Senior/key personnel and other significant contributors. Follow this format for each person. **DO NOT EXCEED FIVE PAGES.**

NAME: Hunt, Morgan Casey

~~ORCA~~ COMMONS USER NAME (credential, e.g., agency login): huntmc1

POSITION TITLE: Associate Professor of Psychology

EDUCATION/TRAINING (Begin with baccalaureate or other initial professional education, such as nursing, include postdoctoral training and residency training if applicable. Add/delete rows as necessary.)

INSTITUTION AND LOCATION	DEGREE (if applicable)	Completion Date MM/YYYY	FIELD OF STUDY
University of California, Berkeley	BS	05/2003	Psychology
University of Vermont	PHD	05/2009	Experimental Psychology
University of California, Berkeley	Postdoctoral	08/2013	Public Health and Epidemiology

A. Personal Statement

I am an Associate Professor of Psychology, and my research is focused on neuropsychological changes associated with addiction. I have a broad background in psychology, with specific training and expertise in ethnographic and survey research and secondary data analysis on psychological aspects of drug addiction. As PI or co-Investigator on several university- and NIH-funded grants, I laid the groundwork for the proposed research by developing effective measures of disability, depression, and other psychosocial factors relevant to the aging substance abuser, and by establishing strong ties with community providers that will make it possible to recruit and track participants over time as documented in the following publications. In addition, I successfully administered the projects (e.g. staffing, research protections, budget), collaborated with other researchers, and produced several peer-reviewed publications from each project. As a result of these previous experiences, I am aware of the importance of frequent communication among project members and of constructing a realistic research plan, timeline, and budget. The current application builds logically on my prior work. During 2015-2016, my career was disrupted due to family obligations. However, upon returning to the field, I immediately resumed my research projects and collaborations and successfully competed for NIH support. In summary, I have the expertise, leadership, training, expertise and motivation necessary to successfully carry out the proposed research project.

Ongoing and recently completed projects that I would like to highlight include:

R01 DA942367

Hunt (PI)

09/01/16-08/31/21

Health trajectories and behavioral interventions among older substance abusers

R01 MH922731

~~Wardle~~ (PI), Role: co-investigator

12/15/17-11/30/22

Physical disability, depression and substance abuse in the elderly

Changes to the Form

Published/created research product under another name? State so in Section A.

Section B retitled, and expanded to require all active Positions, Scientific Appointments and Honors regardless of relevance to current application.

Section D removed, and Research Support relocated to Section A.



This is a partial sample of the form.



NIH Updated Biosketch Instructions: Alternative Names



Please note these additional instructions for the NIH Biosketch.

- Indicate whether you have published or created research products under another name.

Please follow GCO's guidelines on addressing this.

- In Section A, at the end of the Personal Statement, please add a sentence indicating whether you have ever created or published research products under another name.



Biosketch Changes: Updated Instructions

Section B

‘Positions and Honors’ has been renamed ‘**Positions, Scientific Appointments, and Honors**’

- ▶ List in **reverse** chronological order ***all active positions and scientific appointments both domestic and foreign, including affiliations with foreign entities or governments.***
- ▶ ***This includes titled academic, professional, or institutional appointments whether or not remuneration is received, and whether full-time, part-time, or voluntary (including adjunct, visiting, or honorary).***
- ▶ Positions and appointments that are no longer active are optional, and may be included as appropriate in support of the application.

Example of Biosketch Section B

B. Positions, Scientific Appointments, and Honors

Positions and Scientific Appointments

2021– Present	Associate Professor, Department of Psychology, Washington University, St. Louis, MO
2020 – Present	Adjunct Professor, McGill University Department of Psychology, Montreal, Quebec, Canada
2018 – Present	NIH Risk, Adult Addictions Study Section, members
2015 – 2017	Consultant, Coastal Psychological Services, San Francisco, CA
2014 – 2021	Assistant Professor, Department of Psychology, Washington University, St. Louis, MO
2014 – 2015	NIH Peer Review Committee: Psychobiology of Aging, ad hoc reviewer
2014 – Present	Board of Advisors, Senior Services of Eastern Missouri
2013 – 2014	Lecturer, Department of Psychology, Middlebury College, Middlebury, VT
2011 – Present	Associate Editor, Psychology and Aging
2009 – Present	Member, American Geriatrics Society
2009 – Present	Member, Gerontological Society of America
2009 – 2013	Fellow, Division of Intramural Research, National Institute of Drug Abuse, Bethesda, MD
2006 – Present	Member, American Psychological Association

Honors

2020	Award for Best in Interdisciplinary Ethnography, International Ethnographic Society
2019	Excellence in Teaching, Washington University, St. Louis, MO
2018	Outstanding Young Faculty Award, Washington University, St. Louis, MO

Biosketch Changes: Updated Instructions

Section D Research Support:

- ▶ For the non-Fellowship Biosketch, Section D. has been removed.
- ▶ For the Fellowship Biosketch, Section D has been updated to remove 'Research Support.

As applicable, all applicants may include details on ongoing and completed research projects from the past three years that they want to draw attention to within the personal statement, Section A.

Example of Biosketch: Research Projects in Section A

This example includes ongoing and completed research projects.

A. Personal Statement

I am an Associate Professor of Psychology, and my research is focused on neuropsychological changes associated with addiction. I have a broad background in psychology, with specific training and expertise in ethnographic and survey research and secondary data analysis on psychological aspects of drug addiction. As PI or co-Investigator on several university- and NIH-funded grants, I laid the groundwork for the proposed research by developing effective measures of disability, depression, and other psychosocial factors relevant to the aging substance abuser, and by establishing strong ties with community providers that will make it possible to recruit and track participants over time as documented in the following publications. In addition, I successfully administered the projects (e.g. staffing, research protections, budget), collaborated with other researchers, and produced several peer-reviewed publications from each project. As a result of these previous experiences, I am aware of the importance of frequent communication among project members and of constructing a realistic research plan, timeline, and budget. The current application builds logically on my prior work. During 2015-2016, my career was disrupted due to family obligations. However, upon returning to the field, I immediately resumed my research projects and collaborations and successfully competed for NIH support. In summary, I have the expertise, leadership, training, expertise and motivation necessary to successfully carry out the proposed research project.

Ongoing and recently completed projects that I would like to highlight include:

R01 DA942367

Hunt (PI)

09/01/16-08/31/21

Health trajectories and behavioral interventions among older substance abusers

R01 MH922731

Merryle (PI), Role: co-investigator

12/15/15-11/30/20

Physical disability, depression and substance abuse in the elderly

Other Support



Last Updated: 8/24/21

For New and Renewal Applications – DO NOT SUBMIT UNLESS REQUESTED PHS 398 OTHER SUPPORT

There is no "form page" for reporting Other Support. Information on Other Support should be provided in the format shown below.

*Name of Individual: Anderson, R.R.
Commons ID: ~~AndersonRR~~

Other Support – Project/Proposal

ACTIVE

*Title: Chloride and Sodium Transport in Airway Epithelial Cells

Major Goals: The major goals of this project are to define the biochemistry of chloride and sodium transport in airway epithelial cells and clone the gene(s) involved in transport.

*Status of Support: Active

Project Number: 2 R01 HL 00000 - 13

Name of PD/PI: Anderson, R.R.

*Source of Support: NHLBI

*Primary Place of Performance: University of California, Los Angeles

Project/Proposal Start and End Date: (MM/YYYY) (if available): 3/1/2021 – 2/28/2026

* Total Award Amount (including Indirect Costs): \$1,492,232

* Person Months (Calendar/Academic/Summer) per budget period.

Year (YYYY)	Person Months (##,##)
1. 2021	3.6 calendar
2. 2022	3.6 calendar
3. 2023	3.6 calendar
4. 2024	3.6 calendar
5. 2025	3.6 calendar

I, PD/PI or other senior/key personnel, certify that the statements herein are true, complete and accurate to the best of my knowledge, and accept the obligation to comply with Public Health Services terms and conditions if a grant is awarded as a result of this application. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties.

*Signature: Anderson, R.R.

Date: March 25, 2021

Many Substantive Changes:

- 1) **Format Changes**
- 2) **Expands and clarifies what qualifies as Other Support**
- 3) **New fields**
- 4) **New In-Kind Contributions section**
- 5) **Investigator certification signature**
- 6) **New required supporting documentation for foreign appointments/employment**
- 7) **Overlap section broadened**
- 8) **Uniform Instructions for JIT and RPPR OS pages**



This is a partial sample of the form.

Other Support: New Sections

Four Sections

1 Proposals/Projects

Active and Pending.

2 In Kind Contributions

Active and Pending

3 Overlap

4 Certification

Other Support Page (JIT)

Name of Individual: **Anderson, R.R.**
 Commons ID: **AndersonRR**

1

PROJECT/PROPOSAL

Active: None

Pending

Title: Liposome Membrane Composition and Function

Major Goals: The major goals of this project are to define biochemical properties of liposome membrane components and maximize liposome uptake into cells.

Project Number: DCB 950000

Name of PD/PI: Anderson, R.R.

Source of Support: National Science Foundation

Primary Place of Performance: University of California, Los Angeles

Project/Proposal Start and End Date: (MM/YYYY) (if available): 10/1/2021 – 9/30/2023

Total Award Amount (including Indirect Costs): \$262,921

Person Months (Calendar/Academic/Summer) per budget period.

Year (YYYY)	Person Months (##.##)
1. 2021	2.4 calendar
2. 2022	2.4 calendar

2

IN-KIND

Active

Summary of In-Kind Contribution: Post-doctoral fellow, Dr. John Smith, who conducts research activities in the Anderson lab. Salary supported by Oxford University.

Primary Place of Performance: University of California, Los Angeles

Project/Proposal Start and End Date (MM/YYYY) (if available):

Person Months (Calendar/Academic/Summer) per budget period: N/A

Estimated Dollar Value of In-Kind Information: \$80,000

Pending

Summary of In-Kind Contribution: C57BL/6-ABC1^{tm1Jp} mice provided by Dr. Joseph Jones at the University of Texas at Austin.

Primary Place of Performance: University of California, Los Angeles

Project/Proposal Start and End Date (MM/YYYY) (if available):

Person Months (Calendar/Academic/Summer) per budget period: N/A

Estimated Dollar Value of In-Kind Information: estimate \$4,000

3

Overlap

There is scientific overlap between aim 2 of NSF DCB 950000 and aim 4 of the application under consideration. If both are funded, the budgets will be adjusted appropriately in conjunction with agency staff.

4

Certification

I, PD/PI or other senior/key personnel, certify that the statements herein are true, complete and accurate to the best of my knowledge, and accept the obligation to comply with Public Health Services terms and conditions if a grant is awarded as a result of this application. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties.

Signature: Anderson, R.R.

Date: March 25, 2021

Other Support Changes: All Research Support

- ▶ Other Support includes all resources made available to a researcher in support of and/or related to all of their research endeavors.
- ▶ This is regardless of whether or not they have monetary value.
- ▶ This is regardless of whether they are based at the institution the researcher identifies for the current grant.
- ▶ This includes resources and/or financial support from all foreign and domestic entities, that are available to the researcher.



Other Support Changes: New In Kind Section

The NIH created an In Kind section to capture other research support information in addition to the traditional projects/proposals to which we are accustomed.

Definition

In Kind contributions are non-monetary contributions such as office/laboratory space, equipment, supplies, or employees or students supported by an outside source.

- ▶ Examples include financial support for laboratory personnel, and provision of high-value materials that are not freely available (e.g., biologics, chemical, model systems, technology, etc.).

Other types of activities that are included in the In Kind section are:

- ▶ Consulting agreements, when the investigator conducts research as part of the consulting activities. *Non-Research Consulting Activities are not Other Support.*
- ▶ Trainees conducting research as part of the investigator's team.
- ▶ Volunteers conducting research as part of the investigator's team paid by an external third party.

If the time commitment or dollar value of the in-kind contribution is not readily ascertainable, the recipient must provide reasonable estimates.

Other Support Changes: In Kind Contributions Section

Important Distinction

- ▶ If in-kind contributions **are intended for use on the project being proposed** to NIH in this application, the information must be included as part of the Facilities and Other Resources or Equipment section of the application and need not be replicated on the Other Support.
- ▶ In-kind contributions **not intended for use on the project/proposal being proposed** in this application must be reported on the Other Support.

... We will review this distinction from the examples on the following slides.

Other Support Changes: In Kind Contributions Section

List Active and Pending In Kind Contributions separately from Projects/Proposals.

IN-KIND

*Summary of In-Kind Contribution: Post-doctoral fellow, Dr. John Smith, who conducts research activities in the Anderson lab. Salary supported by Oxford University.

*Status of Support: Active

*Primary Place of Performance: University of California, Los Angeles

Project/Proposal Start and End Date (MM/YYYY) (if available):

*Person Months (Calendar/Academic/Summer) per budget period: N/A

*Estimated Dollar Value of In-Kind Information: \$80,000

*Summary of In-Kind Contribution: Cell line XYZ provided by Dr. Jennifer Smith at Cornell University.

*Status of Support: Active

*Primary Place of Performance: University of California, Los Angeles

Project/Proposal Start and End Date (MM/YYYY) (if available):

*Person Months (Calendar/Academic/Summer) per budget period: N/A

*Estimated Dollar Value of In-Kind Information: estimate \$1,000

*Summary of In-Kind Contribution: C57BL/6-ABC^{1tm1jbp} mice provided by Dr. Joseph Jones at the University of Texas at Austin.

*Status of Support: Active

*Primary Place of Performance: University of California, Los Angeles

Project/Proposal Start and End Date (MM/YYYY) (if available):

*Person Months (Calendar/Academic/Summer) per budget period: N/A

*Estimated Dollar Value of In-Kind Information: estimate \$4,000

In Kind Other Support vs. Facilities & Other Resources and Equipment

The screenshot shows a grant application form with a sidebar on the left containing menu items: Setup Questions (checked), SF424 (R&R), Other Project Info (highlighted with a red box), Performance Sites, Personnel, Budget, PHS 398 Cover Page Supplement, PHS 398 Research Plan, Human Subjects/CT, and New / Competitive Renewals / Re ...

The main content area has a section titled "Other Project Info" (highlighted with a red box) containing the following text and requirements:

Text in PDF attachments must follow these minimum requirements:

- **Text color:** No restriction. Though not required, black or other high-contrast text colors are recommended since they print and are legible to the largest audience.
- **Font size:** must be 11 points or larger (smaller text in figures, graphs, diagrams and charts is acceptable as long as it is legible when the page is viewed at 100%)
- **Type density:** must be no more than 15 characters per linear inch (including characters and spaces)
- **Line spacing:** must be no more than six lines per vertical inch

A blue arrow points from the "Other Project Info" section to a red-bordered box containing the following sections of the form:

- 9. Bibliography & References Cited (with an "Add Attachment" button)
- 10. Facilities & Other Resources (with "Choose File", "No file chosen", and "Upload" buttons)
- 11. Equipment (with an "Add Attachment" button)
- 12. Other Attachments (with an "Add Attachment" button)

To the right of the form is a blue box with the text "InfoEd Snapshot".

In-kind contribution is intended for use on my project. Do I need to include this somewhere?



Yes, include on the Facilities & Other Resources or Equipment section of your application. Good luck!



Other Support Changes: Gift Definition

- ▶ Other Support does not include training awards, prizes, or gifts.

Definition

- ▶ **Gifts** are resources provided where there is no expectation of anything (e.g. time, services, specific research activities, money, etc.) in return.

An item or service given with the expectation of an associated time commitment is not a gift and is instead an **in-kind contribution** and must be reported as Other Support.

Other Support: Commons ID for Each Senior/Key Personnel

OMB No. 0925-0001 and 0925-0002 (Rev. 12/2020 Approved Through 02/28/2023)

For New and Renewal Applications – DO NOT SUBMIT UNLESS REQUESTED PHS 398 OTHER SUPPORT

There is no "form page" for reporting Other Support. Information on Other Support should be provided in the format shown below.

*Name of Individual: Anderson, R.R.
Commons ID: AndersonRR



At the top of the page, provide the investigator's Commons ID.

Other Support Changes: New Information Required for Each Entry

Changes to Details for Each Entry

- ▶ Include Primary Place of Performance
- ▶ Include Total Costs for Project Period rather than Annual Direct Costs
- ▶ List Effort for Each Budget Project

ACTIVE

*Title: Chloride and Sodium Transport in Airway Epithelial Cells

Major Goals: The major goals of this project are to define the biochemistry of chloride and sodium transport in airway epithelial cells and clone the gene(s) involved in transport.

*Status of Support: Active

Project Number: 2 R01 HL 00000 - 13

Name of PD/PI: Anderson, R.R.

*Source of Support: NHLBI

*Primary Place of Performance: University of California, Los Angeles

Project/Proposal Start and End Date: (MM/YYYY) (if available): 3/1/2021 – 2/28/2026

* Total Award Amount (including Indirect Costs): \$1,492,232

* Person Months (Calendar/Academic/Summer) per budget period.

Year (YYYY)	Person Months (##.##)
1. 2021	3.6 calendar
2. 2022	3.6 calendar
3. 2023	3.6 calendar
4. 2024	3.6 calendar
5. 2025	3.6 calendar

Active Projects:

Provide level of actual effort in person months (even if unsalaried) for current budget period and indicate the proposed level effort for remaining budget periods.

Other Support Changes: Supporting Documentation Requirement for Foreign Appointments/Employment

The NIH requires supporting documentation which includes:

- ▶ Copies of contracts/agreements specific to senior/key-personnel foreign appointments and/or employment with a foreign institution.
- ▶ This is for all foreign activities and resources that are reported on the Other Support.
- ▶ If the contracts/agreements are not in English, recipients must provide translated copies.
- ▶ Machine read translations are acceptable.

- ✓ Provide the contract/agreement in the original foreign language.
- ✓ GCO will obtain the machine read translated contract/agreement.
- ✓ Documents translated by the Investigator will not be accepted.

Other Support Changes: Certification Block

- ▶ Each Senior/Key Personnel Certifies OS page.
Signature block added to form.

"...the statements herein are true, complete and accurate to the best of my knowledge, and accept the obligation to comply with Public Health Services terms and conditions if a grant is awarded as a result of this application. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties."

I, PD/PI or other senior/key personnel, certify that the statements herein are true, complete and accurate to the best of my knowledge, and accept the obligation to comply with Public Health Services terms and conditions if a grant is awarded as a result of this application. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties.

*Signature: Anderson, R.R.

Date: March 25, 2021

RPPR Other Support

What are the differences?



Other Support : Research Performance Progress Reports (RPPRs)



Is the Just in Time (JIT) Other Support (OS) different from the Research Performance Progress Report (RPPR) OS?



Yes!

Other Support pages for RPPRs are only submitted only when there is a change in active proposal / project (i.e., grant) support from the previous submission. And if there is a change, indicate what it is.

Is there only a change in CM for the grant(s) but everything else remains the same? Reminder! Don't report for this change alone.



In Kind Contributions is a new section. If that is the only addition, do not submit the OS for this change alone.

RPPR Other Support – Prospective CM only for RPPR Grant

When reporting on calendar months for the RPPR grant, provide the prospective level effort in person months for the upcoming and all remaining budget periods.



I am submitting the RPPR for this grant. Any special rules here?

Yes! Report on prospective level of all remaining budget periods including the upcoming budget period.

And good luck!

ACTIVE

*Title: Ion Transport in Lungs

Major Goals: The major goal of this project is to study chloride and sodium transport in normal and diseased lungs.

*Status of Support: Active

Project Number: 5 R01 HL 00000-07

Name of PD/PI: Baker, J.B.

*Source of Support: NHLBI

*Primary Place of Performance: University of California, Los Angeles

Project/Proposal Start and End Date: (MM/YYYY) (if available): 4/1/2018 – 3/31/2023

* Total Award Amount (including Indirect Costs): \$981,736

* Person Months (Calendar/Academic/Summer) per budget period.

Year (YYYY)	Person Months (## ##)
4. 2021	1.2 calendar
5. 2022	1.2 calendar



**What do I if
something was not
disclosed on my
Other Support?**



Other Support Changes: Immediate Notification of Undisclosed Other Support

Scenario:

- ▶ A recipient organization discovers that a PI or other Senior/Key personnel on an active NIH grant failed to disclose Other Support information.
- ▶ This could occur either after the Just-in-Time or the RPPR application was submitted.
- ▶ The investigator must submit an updated Other Support to the GCO, for forwarding to the Grants Management Specialist (GMS) named in the Notice of Award (NOA) as soon as it becomes known.

However, it is expected that recipients will report failures to disclose within no later than 30 days.



Investigator

Administrator

Financial Analyst

GCO

Who
Knows
Best?



Grants Manager

Research Coordinator

PI

Who Knows Best?

Investigator

Senior/Key Personnel

- ▶ Responsible for information on his/her Biosketch and OS pages.
- ▶ Only person qualified to determine scientific overlap.
- ▶ Likely only person with complete knowledge of in-kind items.
- ▶ Each Senior/Key Personnel Certifies OS page.
Signature block added to form.
"...the statements herein are true, complete and accurate to the best of my knowledge, and accept the obligation to comply with Public Health Services terms and conditions if a grant is awarded as a result of this application. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties."

Who Knows Best?

Departmental Staff

Administrator, Financial Analyst, Grants Administrator, Research Coordinator, and Others

- ▶ May assist in preparing information on the Biosketch and OS pages.
- ▶ Certain roles have access to HR information to confirm actual effort on the OS page.
- ▶ Never appropriate to determine Scientific Overlap on an OS page.

Who Knows Best?

GCO Staff

Grants Specialists, Authorized Organization Representatives

- ▶ Reviews information that can be confirmed against InfoEd for accuracy.
- ▶ Verifies whether there is effort overlap.
- ▶ Determines conformity with formatting guidelines.
- ▶ Submits documentation to the NIH.

**Is this still
happening?**



**Didn't the NIH
roll back these
requirements?**

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NIH's Updated Implementation Plan

- The NIH has issued an updated notice ([NOT-OD-21-110](#)) announcing a new implementation plan for changes to the Biosketch and Other Support pages.
- The NIH expects applicants to use the updated formats as of May 25, 2021.
- NIH requires the use of the updated formats beginning with due dates on and after January 25, 2022.
- Failure to follow the appropriate formats on or after January 25, 2022 may cause NIH to withdraw applications from or delay consideration of funding.
- Applicants remain responsible for disclosing all research endeavors regardless of the version of the forms used.



If applicants choose not to use the updated formats before they are required, applicants must still capture all the necessary information.



GCO's Response to NIH's Updated Implementation Plan

Biosketch

- ✓ New Biosketch format is in effect.

Other Support (OS): New NIH Format & GCO Interim Format Acceptable

You may use the new NIH format or continue to use the old format. However, if you use the old format, you must update as follows:

- ✓ Use Project Period Total Costs rather than Annual Direct Costs for active and pending awards.
- ✓ Include an “Other Appointments and Outside Employment” section.
 - o Describe the nature and duties of any outside appointment and/or employment. If facility use or space is provided, state so and describe.
 - o If none, state “none” in this section.
- ✓ Include a “Lab Personnel Paid Directly by Third Party Entities” section.
 - o List name, title, and outside entity.
 - o If none, state “none” in this section.
- ✓ You may wish to review [GCO's Interim Format Sample Page](#).



It has always been required to report all grants from all appointments.



NIH's Updated Implementation Plan Supporting Other Support Documentation for Foreign Appointments/Employment

If asked by the NIH, applicant institutions may need to provide supporting documentation which includes:

- ▶ Copies of contracts, grants or any other agreement specific to senior/key-personnel foreign appointments and/or employment with a foreign institution for all foreign activities and resources that are reported in Other Support..
- ▶ This is for all foreign activities and resources that are reported on the Other Support.
- ▶ If the contracts/agreements are not in English, recipients must provide translated copies.
- ▶ Machine read translations are acceptable.

- ✓ Provide the contract/agreement in the original foreign language.
- ✓ GCO will obtain the machine read translated contract/agreement.
- ✓ Documents translated by the Investigator will not be accepted



NIH's Updated Implementation Plan Immediate Notification of Undisclosed Other Support

See previous slide about disclosing as soon as it becomes known.



Frequently Asked Questions



What does it mean to be compliant with the new biosketch policy?

All biosketches included in applications submitted for due dates on/after May 25, 2021 must be formatted per the instructions in the [application guide](#) (and repeated in [online resources](#)), including:

Completing each section, as applicable (A - Personal Statement; B – Positions, Scientific Appointments and Honors; C – Contributions to Science; D – Scholastic Performance)

- Including no more than 5 contributions to science with no more than 4 citations per contribution
- Ensuring that if you include the optional link to a full list of your published work in a site like [My Bibliography](#) that the URL is .gov
- Refraining from including information, such as preliminary data, that belongs elsewhere in the application
- Following NIH guidance on font type, font size, paper size, and margins (See [Format Attachment](#) instructions)
- Using PDF format for your biosketch attachment
- Limiting the length of your biosketch to 5 pages or less
- During the transition to the new format announced in [NOT-OD-21-073](#), NIH will not withdraw applications that include the previous Biosketch format.

Beginning with applications submitted on or after January 25, 2022, failure to follow the appropriate Biosketch format may cause NIH to withdraw your application from consideration.

Other Support FAQs

Excerpted from NIH's OS FAQs

- ▶ **Does this new policy impact Data Tables, which include reports of research support for faculty associated with Institutional Research Training Grant Applications?**

No, there are no changes to what should be reported on data tables for Institutional Research Training grants. Comprehensive information related to these data tables can be found on NIH's Webpage on Data Tables.

- ▶ **Will NIH begin using SciENCv for Other Support?**

NIH and SciENCv are currently developing an Other Support template, the estimated date to be rolled out, at the earliest, is Fiscal Year 2022.

- ▶ **Will electronic signatures be accepted on Other Support submissions?**

Other Support submissions at Just-in-Time and in the RPPR must be submitted as a flattened PDF, after all signatures are obtained. Applicants and recipients must maintain the original electronic signature and make it available upon request. When NIH transitions to the use of SciENCv to generate Other Support, the signature/certification will be integrated into that process.

- ▶ **Should a researcher include start-up support provided by the applicant organization in Other Support?**

Start-up packages provided to the researcher from the applicant organization are not included in Other Support. Start-up packages from outside organizations, including foreign entities, must be included in Other Support

Other Support FAQs

Excerpted from [NIH's OS FAQs](#)

- ▶ **When a researcher is including information on a subproject in Other Support, should the researcher provide the total award amount for the overall award, or only the subproject?**
For subprojects, recipients should provide the project number and PD/PI name for the overall project. All other information, including total award amount and person months, for the subproject only.
- ▶ **When a researcher works on a subaward to an NIH grant that is awarded to another institution, how should that information be included in Other Support?**
The researcher should provide the project number, PD/PI name for the prime award. All other information, including the total award amount and person months, should be specific the subaward.
- ▶ **If a PD/PI or other senior/key Personnel has an exchange student or post-doc working on research activities in their lab who is paid a salary by their home university in a foreign country, does that need to be included in Other Support?**
Yes, since the student or post-doc is performing research activities, the student's work in the lab is a resource available in support of the PD/PI or other senior/key Personnel's research endeavors. It must be reported as an in-kind contribution on Other Support.
- ▶ **If a PD/PI or other senior/key personnel is mentoring post-doc or graduate students who are individually funded through an outside institution) e.g. foundation or home university), does that need to be disclosed as an in-kind resource in Other Support?**
If the post-doc or graduate student is performing research activities in support of the PD/PI or other senior/key personnel's research endeavors, then their support must be reported as an in-kind resource. If the relationship is solely a mentor/mentee arrangement, with no research activities, then it is not a resource, and does not need to be reported.

▶ **What should I do if I'm not sure if something needs to be included as Other Support?**

In the interest of full transparency, recipients should err on the side of disclosure. Researchers should consult with their institutional officials for guidance to ensure compliance with institutional and NIH policies. NIH requires complete and accurate reporting of all sources of research support, financial interests and affiliations, both foreign and domestic.

▶ **For in-kind resources that do not have any associated effort, can researchers enter zero effort?**

Yes, for in-kind resources with no associated time commitment, researchers can list zero effort, but must provide the estimated dollar value of the in-kind resource.

The effort and dollar value cannot be both be zero.

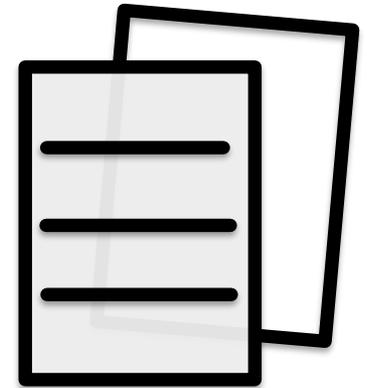
▶ **Foreign Contracts: Does this include employment contracts for fellows or students working in the lab?**

No. Personal service contracts for lab staff do not need to be provided. Only contracts, grants and any other agreements specific to the PD/PI or other senior/key personnel's appointments and employment are required. However, NIH continues to reserve the right to request additional information, as necessary.

Frequently Asked Questions



Subawards



Other Support Subaward FAQs



When a researcher works on a subaward to an NIH grant that is awarded to another institution, how should that information be included in Other Support?

The researcher should provide the project number PD/PI name for the prime award. All other information, including the total award amount and person months, should be specific to the subaward.

Excerpted from [NIH's OS FAQs](#)



My subaward is in Y3 of what we expect to be a 5 year grant. What \$ amount do I put on my OS?

Most subawards on grants are obligated for a particular budget period only. Therefore, report on the total costs for 3 of the 5 years. We do not report on future budget periods in cases where the prime institution has not obligated the future year funds in the agreement. If you are awarded year 4 in the future, add the total cost of that year to the amount you are reporting. And the same is true for year 5.

 *Excerpted from [GCO's OS FAQs](#)*



My subaward is in year 3 of what we expect to be a 5 year grant. Do I include my proposed CM for years 4 and years 5? Is the answer different if I am an MPI of a subaward?

This question pertains to the new NIH Other Support format.

Most subawards on grants are obligated for a particular budget period only and not for the future periods. Therefore, report on Y3 effort only. See FAQ above for more info. If you are awarded Y4 in the future, report on CM of Y4. And the same is true for Y5. This does not apply to grants on which you are an MPI for the subaward. On MPI grants, do report on the future periods.



Why?



Foreign Interference and the Integrity of Federally Funded Biomedical Research

- ▶ One of the driving factors behind the changes is the U.S. Federal government's concern about possible foreign interference with the integrity of federally-funded biomedical research.
- ▶ Example: Investigators operating undisclosed “shadow labs” in foreign countries creating the plausible claim that the work generated intellectual property (IP) outside the U.S.
- ▶ NIH has partnered with the FBI to investigate and has sent letters to specific institutional grant recipients inquiring into possible failures to disclose investigators' foreign affiliations, foreign research support, and foreign components.
- ▶ NIH has tightened up its requirements on the Biosketch and OS pages among other changes.

NIH Resources

NIH Resources

Notices

- [Implementation of Changes to the Biographical Sketch and Other Support Format Page \(NOT-OD-21-110\)](#)
- [Upcoming Changes to the Biographical Sketch and Other Support Format Page for Due Dates on or after May 25, 2021 \(NOT-OD-21-073\)](#)

Biosketch

- ▶ [Biosketch Resource Webpage](#)
- ▶ [FAQs](#)
- ▶ [Sample Page \(Non-fellowship\)](#)

Other Support

- ▶ [Other Support Resource Webpage](#)
- ▶ [FAQs](#)
- ▶ [Sample Page](#)

Please visit these resources, especially the FAQs and Sample Pages.

GCO Resources



GCO Resources

Policies & Procedures

- ▶ [NIH Other Support Instructions: Just in Time \(JIT\) Submissions](#)
- ▶ [NIH Other Support Instructions: Research Performance Progress Reports \(RPPRs\)](#)
- ▶ [NIH and Foreign Influences on Research Integrity: A Guide to Navigating through NIH Policy and Procedure](#)

Training

- ▶ [GCO 401: Basics of Preparing an NIH Other Support \(OS\) Page](#)
- ▶ [GCO 402: Preparing an NIH Just in Time \(JIT\) OS Page](#)
- ▶ [GCO 403: Preparing an NIH Research Performance Progress Report \(RPPR\) OS Page](#)

Our resources will be updated to incorporate the new NIH guidance.



GCO Resources

Additional Guidance

- ▶ [Informing the NIH When Applying to Multiple Funding Agencies](#)
- ▶ [Other Support \(OS\): List of Most Common Errors](#)
- ▶ [OS Overlap Guidance \(GCO/Dean's Office\)](#)
- ▶ [Frequently Asked Questions Posed by Mount Sinai Research Community](#)

Other Support Checklists, Forms & Samples

- ▶ [Checklist: GCO Interim Format](#)
- ▶ [Checklist: New NIH Format Req. On/After Jan 25, 2022](#)
- ▶ [Investigator Other Support Tracker](#)
- ▶ [RPPR Changes Form](#)
- ▶ [Sample: GCO Interim Format](#)

Questions?

How Can We Help You?

GCO Departmental Assignments

Contact me at Allison.Gottlieb@mssm.edu for feedback and questions about GCO's resources.