**NIH Other Support Forms and Foreign Component Disclosure Guidance for University of Rochester (UR) Faculty**

 (This information relates specifically to NIH guidance, other sponsors may require similar levels of detail in Other Support forms)

NIH notice [NOT-OD-21-073](https://grants.nih.gov/grants/guide/notice-files/NOT-OD-21-073.html), explains changes to the **NIH Biosketch** and updates expectations for disclosure ofNIH **Other** **Support** submitted as part of Just In Time (JIT), as part of select applications (ie. K awards), and/or included in an NIH Research Performance Progress Report (RPPR). Use of the updated **NIH Other Support** format will be required for **all Other Support submitted on or after January 25, 2022.** NIH defines **Other Support** as all resources made available to researchers or senior key personnel in support of and/or related to all of their research endeavors, regardless of whether or not they have monetary value and regardless of whether they are based at UR.  **Other Support** does not include training awards, prizes, gifts or start-up support provided by UR.

The **NIH Other Support** page found here, <https://grants.nih.gov/grants/forms/othersupport.htm> provides a link to the **Other Support Instructions** as well as to the **Other Support Format Page** and related **FAQs**. The revised **Other Support Format Page** has been reorganized to separate funded projects from In-Kind Contributions. If the time commitment or dollar value of an in-kind contribution is not readily ascertainable, reasonable estimates should be provided. Both Active and Pending **Other Support** must be provided.

 **NIH interprets Other Support to include the following:**

* **\*Paid or unpaid appointment(s) at another institution, domestic or foreign, that directly benefits the investigator’s research endeavors;**
* **Financial support, including but not limited to, selection to a foreign “talents” or similar-type program, or other foreign or domestic support;**
* **Financial support for laboratory personnel, including employees, post-docs, students, and visiting scholars who are paid a salary by their government or home institution;**
* **\*\*In-kind contributions , e.g, office/laboratory space, equipment, supplies and other high-value materials that are not freely available (e.g. biologics, chemical, model systems, technology, etc.);**
* **Outside Activities such as consulting when the researcher will be conducting research as part of those consulting activities;**
* **UR grants resulting from internally-funded competitions;** PUMP Primer, CTSI Pilot Grants, UR Ventures Technology Development Fund, etc. These examples do not constitute an exhaustive list.

**\*Institutions are required to submit copies of contracts specific to foreign appointments and/or employment with a foreign institution for all foreign activities and resources that are reported in Other Support. If they are not in English, translated copies must be submitted. Grant funds may not be used to pay for translation services. If there is scientific overlap with the proposal for which the Other Support is being submitted, this must be declared. UR review of the translated contract may be required prior to submission to NIH.** This supporting documentation must be provided as part of the **Other Support** flattened PDF following the **Other Support Format** **Page(s). If you have concerns about the content of the agreement, please reach out to your Dean for Research, Office of Counsel or ORPA Research Administrator prior to submitting to NIH.**

**\*\*In-kind Contributions**

In-kind contributions **intended for use on the project proposed to NIH** must be included as part of the Facilities and Other Resources or Equipment section of the proposal and not included as Other Support.

 In-kind contributions **not intended for use on the project proposed to NIH** must be reported as Other Support.

After listing all support, summarize any potential overlap with the active or pending projects and activities, other positions, affiliations and resources and the application under consideration in terms of the science, budget, or an individuals, committed effort.

A signature block has been added to the **Other Support Format Page**. Program Directors/Principal Investigators (PD/PI) as well as senior key personnel for whom **Other Support** is being submitted must electronically sign their **Other Support** to certify the accuracy of the information within. The signature must be the authorized signature of the PD/PI or other senior key personnel. Supporting documentation to reasonably authenticate that the appropriate individual signed the **Other Support** must be available upon request. NIH policy requires individuals to personally sign their **Other Support** and delegation of signature is non-compliant with NIH policy and could be considered a forged document.

**REMINDER: Faculty must request NIH’s prior approval before adding a “foreign component”** ([NIH's Grants Policy Statement Section 8.1.2.10](https://grants.nih.gov/grants/policy/nihgps/HTML5/section_8/8.1.2_prior_approval_requirements.htm?Highlight=prior%20approval#Foreign)). A **“foreign component”** is defined as “any significant scientific element or segment of a project outside of the United States, either by the recipient or by a researcher employed by a foreign organization, **whether or not grant funds are expended.”**  The definition of “foreign component” (found [here](https://grants.nih.gov/grants/glossary.htm#ForeignComponent)) may include “collaborations with investigators at a foreign site anticipated to result in co-authorship; use of facilities or instrumentation at a foreign site; or receipt of financial support or resources from a foreign entity.”

UR Faculty are responsible for ensuring that their Other Support forms are accurate and complete. Research Administrators have limited or no knowledge of many of the items that Federal sponsors are now asking about such as external consulting/appointments/collaborations and internal UR grants/endowments. Senior/Key Personnel may want to reference their financial or other disclosures in the [Outside Interest Reporting Systems or Forms](https://www.rochester.edu/orpa/compliance/#fcoi) to ensure they are including all relevant information.

If you have any questions, do not hesitate to contact your [ORPA Research Administrator](http://rochester.edu/orpa/_assets/pdf/orpa_deptassg.pdf). Additional Information can be found [here.](http://rochester.edu/orpa/compliance/)

**A** [**Checklist**](http://www.rochester.edu/orpa/_assets/word/form_NIH_OS_Chklst.docx) **has been prepared to assist departments/faculty in completing accurate NIH Biosketch and Other Support forms.**