NIH Other Support Requirements
Background: NIH Other Support

Reporting activities to NIH
- Proposal
- Just In Time (JIT)
- During Award

Resources & Help Available
M-Inform

Biosketch

Consistency of Reporting

Other Support

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Why report to federal agencies?

Increased scrutiny of sources of support, institutional affiliations, and international collaborations related to sponsor-funded projects.

Additional policies and heightened expectations for investigators and institutions.

NIH first reminded institutions of expectations regarding Foreign Components and Other Support.

NIH then implemented new requirements for Biosketches and Other Support, now in place.
Federal Applications & Awards: NIH Example

Application
- All current positions & scientific appts
- Inst or Outside (Academic, foreign government, boards)
- Paid or not

Facilities & Environment
- Any resources available to the specific project

Other Support

JIT

RPPR
- Organized Projects through U-M and outside U-M (active & pending)
- External Consulting Agreements
- In-Kind Support

As needed for new key personnel

Immediate disclosure if accidentally omitted
Other Support: Consulting Arrangements

External consulting agreements involving the design, conduct, or reporting of research.

Examples:
- Work that may result in publication in an academic journal,
- Designing a protocol,
- Data analysis
In-kind resources could include a person, place, or thing!

Examples:
- Personnel
  - Visiting scholars or visiting students
  - People supported by a non-UM entity
- Space (e.g., office space, lab space: not at the U-M)
- Equipment, Materials & Supplies
Must provide supporting documentation for any Other Support entries that:
• Do not include U-M as an agreeing party
• Are established with entities outside the US,

Supporting documents include, but are not limited to:
• Written agreements (e.g., contracts or grants)
• Appointments, affiliations, and/or employment with an institution or entity outside the U.S.

• English translation is required
• And electronic attestation signature
To help us comply with new NIH requirements, investigators involved in NIH-sponsored activities (current or future) are **required to upload** supporting documentation for foreign activities disclosed in **M-Inform**.

Helpful reference: [Outside Activity Disclosure Guidance](#)
Disclosure Matrix details what to disclose in Biosketch, Other Support, and M-Inform.
COI Office Staff will review Other Support being submitted at JIT for investigators who:

- Answered “yes” to one or more of the International Engagement questions in the “Sign PAF” activity,

OR

- Answered “yes” to NIH research AND international activity in M-Inform.
Help Available: Email Your Question

**Other.Support.Questions@umich.edu**
- Advice / Help on interactions with sponsors
- Applications: Biosketches, Foreign Components, Facilities
- Awards: JIT Materials & RPPRs: Other Support & Supporting documentation
- Previously undisclosed Other Support
- One-on-one consultations

**COI.Support@umich.edu**
- General questions about outside interests/potential conflicts of interest & M-Inform disclosures
- Ongoing one-on-one consultations

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Help Available: Web Resources

Campus Resources
- Broad information on all aspects of requirements, source federal guidance, and U-M expectations
- Sample completed NIH Other Support

Medical School Resources
- A higher-level map to find most common answers needed
- Local Medical School resources for Faculty & Research administrators
  - Biosketch format changes / walk through
  - Access to data reports to help with completing Other Support
  - Other Support template and key questions as guidance
  - Job aid for electronic signature requirements
<table>
<thead>
<tr>
<th>Medical School Tools to Help Navigate Biosketch, Other Support, and Disclosure Activities</th>
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  2/17/22 Research Town Hall – Video and slides  
Quick Start Reference Guide: Overview of disclosure points to federal agencies  
Updates and Changes to the NIH Biosketch  
Other Support Templates  
U-M system listing of Other Support  
Options for completing and storing the electronic signature required on Other Support
One-on-One Opportunities

- Through early March – additional as needed
- 20-minute Zoom conferences
- Sign-Up Genius for times
- Any trouble? Other.Support.Questions@umich.edu

Department Meetings

- More in-depth description of requirements
- Address general questions & concerns
- Request one?
  Other.Support.Questions@umich.edu
When in doubt...

Disclose and Report

Reach out!

Other.Support.Questions@umich.edu

Advice / Consultation / Support
Strategic Plan Reset
March 23, 2022

GREAT MINDS
GREAT DISCOVERIES

UNIVERSITY OF MICHIGAN
MEDICAL SCHOOL
MICHIGAN MEDICINE

OFFICE OF RESEARCH
The following slides were not presented at the 2/17/2022 Town Hall, but have information that is available on the Medical School Resources page.
NIH Application: Biosketch

New Format for Proposals Submitted on or after 1/25/2022

- Minor formatting changes throughout Biosketch template
- Most significant change: Section B - Positions, Scientific Appointments, and Honors
  - All current positions and scientific appointments both domestic and foreign. Including:
    - Affiliations with entities or governments outside the US,
    - Titled academic, professional, or institutional appointments,
    - Whether or not remuneration is received
    - Whether full-time, part-time, or voluntary (including adjunct, visiting, or honorary, etc.)

Video walk through of NIH biosketch changes
Disclose ALL **active** & **pending** sources of Other Support:

- **Organized projects/proposals** (including projects **not** routed through U-M or conducted as part of a non-UM appointment)

- External **consulting agreements** that involves the *design, conduct, or reporting of research*.
  - Examples include:
    - Work that may result in publication in an academic journal,
    - Designing a protocol,
    - Data analysis
In-kind resources include, but are not limited to:

- Personnel
  - e.g., visiting scholars
  - visiting students
  - supported by a non-UM entity
- Space (e.g., office space, lab space)
- Equipment
- Materials
- Supplies
NIH Just in Time (JIT): Other Support

- **Supporting documentation** required in the form of English-language versions of any Other Support from entities outside the United States, including, but not limited to:
  - Contracts,
  - Grants,
  - Any other agreements specific to appointments, affiliations, and/or employment with an institution or entity outside the U.S.
Electronically sign your Other Support document.

- A digital signature software application must be used.
- U-M recommends using the SignNow e-signature service.
- A typed name is not a digital signature and is not acceptable.
Throughout the Award: Other Support

- **New Sources of active Other Support** (not pending) should be reported in the annual Research Performance Progress Report (RPPR).

- **Previously undisclosed** sources of Other Support that should have been reported at JIT or in the RPPR, but were not, need to be reported to NIH within 30 days.

Contact **Other.Support.Questions@umich.edu** immediately if you become aware of previously undisclosed Other Support.
Outside activities or interests with an external entity/organization that rely upon or utilize the professional expertise you provide to U-M

- Examples include:
  - Appointment, employment, or visiting scholar at another institution/entity
  - Consulting agreement with an external entity (outside your U-M role)
  - Research at an outside entity (i.e., research not routed through U-M)
  - In-kind resources you access or use outside your U-M role

Helpful reference: Outside Activity Disclosure Guidance
To help comply with new NIH requirements, investigators involved in NIH-sponsored activities (current or future) are required to upload supporting documentation for foreign activities disclosed in M-Inform.

- English translation (if necessary)
  - Google translate is generally fine

- Examples are agreements that do not include U-M:
  - Contracts
  - Written agreement
  - Research proposal
More Resources

**Disclosure Matrix** - what to disclose in Other Support and M-Inform

**Outside Activity Disclosure** Guidance

- NIH Other Support Reporting and Biosketch web pages, including:
  - Checklist for NIH Biosketches, Other Support, and RPPRs
  - Other Support Template
  - Common Other Support Examples - including Joint Institute

- Other Support FAQ Joint Institute Faculty - Updates coming soon!

- NSF Current & Pending Support and Biosketch web page

- New Other Support Review Process web page