**Language for Subrecipient Letter of Support**

(PI/Department or OSR Staff will incorporate this language into requests for application materials from subrecipients. If the sender is the PI/Department please copy your [OSR Grants Specialist/Officer](https://osr.ucsf.edu/find-my-support).)

Instructions to Subrecipients on NIH-supported Applications: *Effective January 1, 2024 NIH expects applicants to ask potential subrecipients, at the application stage, to submit language in their* [*Letters of Support*](https://grants.nih.gov/grants/how-to-apply-application-guide/forms-f/general/g.400-phs-398-research-plan-form.htm#9) *indicating their awareness of and willingness to abide by the requirements of NIH Grants Policy Statement Section 15.2 and as detailed in* [*NOT-OD-23-182*](https://grants.nih.gov/grants/guide/notice-files/NOT-OD-23-182.html)*.* *Please insert the following language into your* [*Letter of Support*](https://grants.nih.gov/grants/how-to-apply-application-guide/forms-f/general/g.400-phs-398-research-plan-form.htm#9) *and submit it to UCSF (via Reply-All to this email) for inclusion with application documents. Inclusion as a subcontractor on the award is contingent upon* (*Subrecipient Organization Name)’s willingness to abide by all requirements noted in* [*NOT-OD-23-182*](https://grants.nih.gov/grants/guide/notice-files/NOT-OD-23-182.html) *should an award be issued*.

Sample language for all subrecipients:

(*Subrecipient Organization Name*) is aware of and agrees to abide by the requirements of NIH Grants Policy Statement, Section 15.2 and 15.2.1, (per NOT-OD-23-182).

Additional language to be inserted for foreign subrecipients:

In alignment with each Research Performance Progress Report (RPPR), (*Foreign* *Subrecipient Organization Name*) will permit (*Prime PI First Name Last Name*) access to copies of all lab notebooks, all data, and all documentation that support the research outcomes as described in the progress report (may be shared digitally). Referenced data will be retained and remain available for access by (*Prime PI First Name Last Name*) for a minimum of three years after the expiration date of the prime award.