



University of California  
San Francisco

# Research Administration Town Hall

March 24, 2022



# NIH/NSF Other Support Updates

# Project/Proposal Section – NIH [New Format Page](#)

## Other Support – Project/Proposal

\*Title:

Major Goals:

\*Status of Support:

Project Number:

Name of PD/PI:

\*Source of Support:

\*Primary Place of Performance:

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

\* Total Award Amount (including Indirect Costs):

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

Year (YYYY)	Person Months (##.##)
1. [enter year 1]	
2. [enter year 2]	
3. [enter year 3]	
4. [enter year 4]	
5. [enter year 5]	

- Active, Pending (DO NOT NEED COMPLETED)
- Group into sections based on Status of Support

- Primary location where project or activity is being executed
- Example: University of California, San Francisco

- For Active: Total Award based on Notice of Award
- For Pending: Based on Proposed Total Costs

- Use Budget Period END YEAR
- For Active: level of effort in person months for current budget period and proposed for future
- For Pending: Proposed level of effort for each budget period

# In-Kind Contribution Section – NIH New Format Page

## IN-KIND

\*Summary of In-Kind Contribution:

\*Status of Support:

\*Primary Place of Performance:

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

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

Year (YYYY)	Person Months (##.##)
1. [enter year 1]	
2. [enter year 2]	
3. [enter year 3]	
4. [enter year 4]	
5. [enter year 5]	

\*Estimated Dollar Value of In-Kind Information:

- Active and Pending Only
- In-kind resources with no associated time commitment, can list zero effort, but must provide the estimated dollar value
- The effort and dollar value cannot both be zero
- Only resources uniquely available to the researcher must be reported
- Include section even if have no In-Kind to report and indicate “None”

# Overlap Section

## NIH Grants Policy Statement [2.5.1](#) JIT Procedures

[Other Support Sample](#), [Examples of Overlap Statements](#)



Scientific



Budgetary



Commitment

- The statement should identify affected projects, describe the overlap and how it will be remedied
  - Relinquishment of duplicate award(s) if one application is submitted to two or more funding sources
  - Adjustment of budget in conjunction with OSR and agency staff for substantial duplication in research proposed on two or more applications
  - Adjustment of effort in conjunction with OSR and agency staff, when total time commitment exceeds 100%

# NIH Disclosure Table

<https://grants.nih.gov/grants/forms/NIH-Disclosures-Table.pdf>

## NIH Pre-award and Post-award Disclosures Relating to the Biographical Sketch and Other Support

Type of Activity	Biographical Sketch	Other Support	Annual Project Reports	Post-Award Information Terms & Condition
Professional preparation (e.g., educational degrees)	X			
Organizational Affiliations and Appointments	X			
Academic, professional, or institutional appointments, whether or not remuneration is received, and whether full-time, part-time, or voluntary	X			
All projects currently under consideration from whatever source, and all ongoing projects, irrespective of whether support is provided through the proposing organization, another organization or directly to the individual, and regardless of whether or not they have monetary value (e.g., even if the support received is in-kind such as office/laboratory space, equipment, supplies, or employees.)		X	X	X



# NSF Disclosure Table

[https://www.nsf.gov/bfa/dias/policy/disclosures\\_table.jsp](https://www.nsf.gov/bfa/dias/policy/disclosures_table.jsp)

**NSF Pre-award and Post-award Disclosures<sup>1/2/3</sup>  
Relating to the Biographical Sketch and Current and Pending Support  
January 10, 2022**

**Table Key**

\* = for new support only

◆ = If undisclosed at the time of proposal submission

Type of Activity	Biographical Sketch	Current & Pending Support	Facilities, Equipment & Other Resources	Project Reports	Post-Award Information Term & Condition	Disclosure Not Required
Undergraduate, graduate, and postdoctoral training, including location, major/area and degree and year	✓					
Academic, professional <sup>4</sup> or institutional appointments, whether or not remuneration is received, and, whether full-time, part-time, or voluntary	✓					
All projects (including this project) currently under consideration from whatever source, and all ongoing projects, irrespective of whether support is provided through the proposing organization, another organization or <i>directly</i> to the individual		✓		✓*	✓◆	
In-kind contributions that						

# New NIH FAQs

## **7. Can Other Support be signed with a wet signature or a typed name? NEW**

- No, wet and typed names will not be accepted as signatures. Electronic signatures are required, see [related FAQ](#).

## **8. NIH does not allow electronic signatures on attachments in electronic applications. Will electronic signatures be accepted on Other Support submissions?**

- Other Support submissions must be submitted as a flattened PDF, after all signatures are obtained (see [Format Attachments](#) for more details). Recipients and applicants may use the electronic signature software of their choice, and in alignment with their institutional practices. A typed name is not an electronic signature and is not acceptable.
- Applicants and recipients must maintain supporting documentation to reasonably authenticate that the appropriate individual signed the form. Recipients must make the documentation available upon request in accordance with 45 CFR Part 75.364.



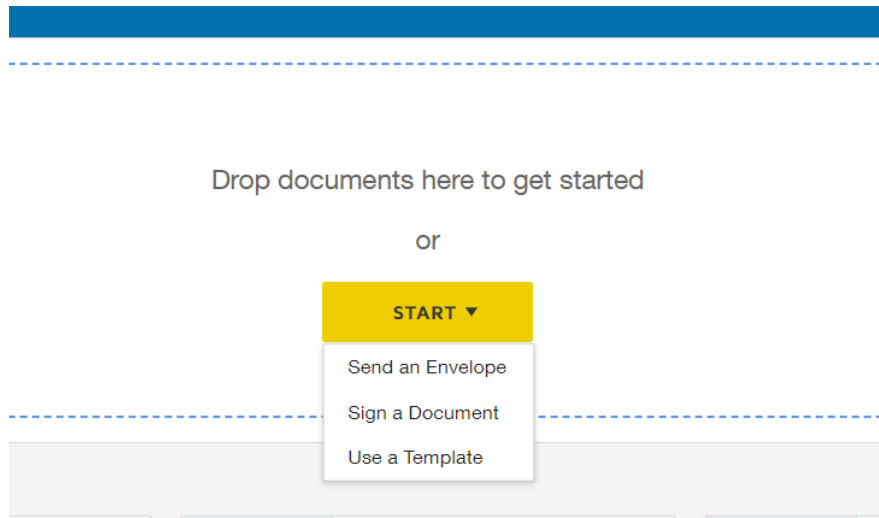
# Signature of each PD/PI and Senior Key Personnel

## Recommend Docusign or Adobe Certified Signature

★ DocuSign - UCSF SSO ⓘ

DocuSign is an electronic signature application that also manages routing of documents. If you require 21 CFR Part 11 compliance please request access to our separate Part 11 instance.

Last Update: May 06, 2021



Name of Individual:  
Commons ID:

\*Signature: \_\_\_\_\_ Anderson, R.R.

Date: \_\_\_\_\_ March 25, 2021

DocuSigned by:  
*Catherine Dunn*  
7CE99DB09B4442F...

3/7/2022

Flatten PDF by Print to “Adobe PDF” – this will retain the digital certificate

# Signature of each PD/PI and Senior Key Personnel

Recommend DocuSign or Adobe Certified Signature

- Adobe Professional – Certified Signature

The screenshot shows the Adobe Acrobat interface. On the left, the 'Forms & Signatures' panel has three options: 'Fill & Sign' (with a red X over the icon), 'Prepare Form', and 'Certificates' (which is circled in green). Below each option is an 'Open' button with a dropdown arrow. On the right, the 'Certificates' panel is open, showing a toolbar with 'Digitally Sign' highlighted in yellow, along with 'Time Stamp', 'Validate All Signatures', 'Certify (Visible Signature)', and 'Certify (Invisible Signature)'. Below the toolbar, the text 'administrative penalties.' is visible. Underneath, the signature details are listed: '\*Signature: Anderson, R.R.' and 'Date: March 25, 2021'. At the bottom right, there is a digital signature block for Catherine Dunn, including a handwritten signature, the text 'Digitally signed by Catherine Dunn', and the date 'Date: 2022.03.21 11:02:47 -07'00''. To the left of the signature, the text '.R.' and '121' are visible.

Flatten PDF by Print to “Adobe PDF” – this will retain the digital certificate

# Signature of each PD/PI and Senior Key Personnel

## Other Information

- Do not recommend “Adobe Sign” - this is different from using Adobe Professional
  - With Adobe Sign it is difficult to flatten and maintain the signature
- Send to OSR flattened PDFs with Digital Signature
- Department maintain supporting documentation
- Each PD/PI or other senior key personnel must electronically sign their respective Other Support form
  - The PI can NOT sign on behalf of other Key Personnel

# New NIH FAQs

## **26. The new Other Support format page includes a chart that asks for the Year (YYYY). Is this calendar year or fiscal year? NEW**

- It is calendar year (e.g., the grant budget period). If PD/PI's are reporting person-months that span two calendar years, they should enter the latter year. For example, if the budget period runs from June 2019 through May 2020, the PD/PI should enter “2020” for the year and include the corresponding person months.

## **27. Is updated pending support required at the time of RPPR or just during competing application submission? NEW**

- If updated Other Support is being submitted in the RPPR, it must be a complete other support document, including pending awards.

# New NIH FAQs

## **28. If only pending support has changed since the competing submission or latest RPPR, is updated Other Support required in the next RPPR submission? NEW**

- No, updated other support is only required at the time of RPPR submission if there has been a change in the active other support of senior/key personnel.

## **29. SF 424 Guide for Mentors Current and Pending support limits the attachment to 3 pages. Is the page limit still in affect with the new guidance? NEW**

- Yes, the page limit remains the same. \*\*\* *Requirements are different – Follow SF424*

## **33. What funding amounts and dates should be listed for grants in no-cost extensions, grants with supplements, grants on bridge funding, etc.? NEW**

- Institutions should report on the project period dates and total funding amounts listed on the most recent Notice of Award.

# New NIH FAQs

## **16. Do PD/PI's need to report effort for the current year or for all years? NEW**

- As per the Other Support Instructions document, PD/PI's need to provide person months of effort for the current budget period and indicate the proposed level effort for each remaining budget period
  - *OSR recommendation: For current budget period – do “Snapshot” of Current effort*

## **9. Does NIH have additional guidance on how to best estimate the value of In-Kind items such as intellectual collaborations or a difficult to value samples? NEW**

- Please estimate in-kind value to the best of your professional judgment, using comparable contributions, estimated averages and fair-market rates.



# Resources

- NIH Other Support Page: <https://grants.nih.gov/grants/forms/othersupport.htm>
  - Instructions
  - Samples
- NIH Other Support FAQs: <https://grants.nih.gov/faqs#/other-support-and-foreign-components.htm>
- OSR Other Support Page: <https://osr.ucsf.edu/other-support>
  - **Updated SPA Document**
  - **Checklist for Departments and OSR Review**
  - Academic Senate 95% rule: <https://osr.ucsf.edu/content/academic-senate-95-rule>
- Questions regarding Other Support: [osrinfo@ucsf.edu](mailto:osrinfo@ucsf.edu)

