Upcoming NIH Changes to Bio-Sketch & Other Support

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Research Management Meeting
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On March 12, 2021 NIH issued Notice Number: NOT-OD-21-073 entitled: Upcoming Changes to the Biographical Sketch and Other Support Format Page for Due Dates on or after May 25, 2021

- Effective Date: May 25, 2021

The notice states that purpose of the notice is to “align the Biographical Sketch (Biosketch), Other Support format page and Application Form Instructions with the guidance issued by the Office of Science and Technology Policy Joint Committee on the Research Environment (JCORE)”

- NIH also issued FAQs for both Biosketches and Other Support and Foreign Components
Key Elements of the Notice

- **Biographical Sketch Format Page**
  - Section B ‘Positions and Honors’ has been renamed ‘Positions, Scientific Appointments, and Honors’
  - 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.

- **Other Support**
  - **Format Page**: separate other funded projects from in-kind contributions.
  - Signature block added, for Program Director/Principal Investigator or Other Senior/Key Personnel to certify the accuracy of the information submitted.
  - **Supporting Documentation**: For Other Support submissions that include foreign activities and resources, recipients are required to submit copies of contracts, grants or any other agreement specific to senior/key personnel foreign appointments and/or employment with a foreign institution as supporting documentation.
    - If they are not in English, recipients must provide translated copies.
    - This supporting documentation must be provided as part of the Other Support PDF following the Other Support Format page.
Other Support

The Notice adds a Reminder that Other Support includes all resources made available to a researcher 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 the institution the researcher identifies for the current grant.

- Resources and/or financial support from all foreign and domestic entities, that are available to the researcher, including:
  - financial support for laboratory personnel,
  - high-value materials that are not freely available (e.g., biologics, chemical, model systems, technology, etc.).
- Institutional resources, such as core facilities or shared equipment that are made broadly available, should not be included in Other Support, but rather listed under Facilities and Other Resources.
- Consulting agreements, when the PD/PI or other senior/key personnel will be conducting research as part of the consulting activities.
  - Non-research consulting activities are not Other Support.
- In-kind contributions, e.g. office/laboratory space, equipment, supplies, or employees or students supported by an outside source.
- If the time commitment or dollar value of the in-kind contribution is not readily ascertainable, the recipient must provide reasonable estimates.
Significant Changes

The Notice and FAQ introduce some significant changes to current requirements including:

- Requirement for senior and key personnel to sign the Other Support page.
- Requirement to submit copies of contracts, grants or any other agreement specific to senior/key personnel foreign appointments and/or employment with a foreign institution as supporting documentation.
- If document not in English requires a translated version as well.
- Consulting agreements, when the PD/PI or other senior/key personnel will be conducting research as part of the consulting activities.
- Recipients are reminded to establish and maintain effective internal controls (e.g. policies and procedures) to ensure that individuals designated in applications as senior/key personnel fully disclose all Other Support information to their institution as soon as it becomes known.
What Next- National?

- The Notice has garnered significant discussion amongst associations and peer institutions.
- NIH Notice includes variations from other agencies (e.g. NSF) and some inconsistencies between the terms/definitions and The NIH Grants Policy Statement (NIHGPS).
- Similar inconsistencies in the instructions and FAQ.
- The issuance of the notice is inconsistent with NDAA-Section 223 and NSPM-33 requiring that “Director of OSTP must ensure that the requirements are consistent across the agencies”.
- COGR has submitted:
  - Request to NIH asking for a delay in the implementation date.
  - Specific questions from member institutions seeking clarification. There are currently ~20 open question to NIH, some of which are amongst the advance question we received.
What Next- Harvard?

- OSP and OVP are working with our Associations and Federal Relations colleagues to identify potential changes and or modifications.
- A working group with representatives of the Submitting Offices and OVPR is:
  - Coordinating the efforts both within the University and with Affiliates to develop common guidance and process.
  - Obtaining information/procedures from our peers on how they are addressing the new requirements.
- Information will be shared with the research community as quickly as it becomes available.
What can you do?

- Start socializing the new key points of the requirements with your faculty.
- Inform them that more details will be issued shortly.
- We will try to utilize existing systems/processes to the extent possible to meet the requirements.
- Be understanding that some of these new requirements are significant changes and we will need to adopt our practices to meet them.
- Send any questions you or your faculty have to us.