HMS/HSPH/HSDM (HMA) Grant-IACUC Protocol Validation Flowchart

- Fellowships and training grants that do not provide funds for animal research are excluded from this requirement.

- Fellowships and training grants may be marked as 'No' in GMAS. For JIT requests, please use mentor’s IACUC approval.

- Federal grants may be marked as 'Yes' in GMAS.

- Non-federal grants only funding animal work at external institutions may be marked as 'No' in GMAS.

- Non-federal grants funding on-campus animal work may be marked as 'Yes' in GMAS.

Grants awarded to HMA, containing a written description of vertebrate animal work, must follow this flowchart to ensure adherence to the PHS requirement on grant congruence.

Federal
Congruence is required for federal grants.

HMA
If a federal grant is funding on-campus animal work, then it must be associated with at least one HMA IACUC protocol.

This also includes field studies performed by HMA investigators since those projects are covered under the HMS’s PHS Assurance.

EXTERNAL
If a federal grant is funding animal work occurring at an external institution, then the grant must be associated with at least one external IACUC protocol.

NON-FEDERAL
Congruence is NOT required for non-federal grants.

EXTERNAL
IACUC approval is NOT needed for non-federal grants funding animal work at external institutions unless specifically required by the sponsor.

HMA
Although congruence is not required for non-federal grants, if a grant is funding on-campus animal work, then it must be associated with at least one HMA IACUC protocol.

This also includes field studies performed by HMA investigators since those projects are covered under the HMS’s PHS Assurance.

If the grant is not already associated with a protocol, then the PI must submit an Amendment in e-IACUC to add this grant to an appropriate protocol.

The PI must provide the grant’s RSS and VAS.

The Office of the IACUC will perform a grant congruency review.

If congruence is confirmed, the Office of the IACUC will notify the PI that the grant addition was approved by the HMA IACUC.

If the grant is not already associated with a protocol, then the PI must submit an Amendment in e-IACUC to add this grant to an appropriate protocol.

The PI must provide the external institution’s IACUC approval notice for the protocol(s) on which the animal work will occur.

A grant congruency review must be performed. The Office of the IACUC will cede this to the external institution; however, if the external institution will not confirm congruence, then the Office of the IACUC will do so.

The PI will need to provide the grant’s RSS and VAS as well as the external institution’s protocol in order for the Office of the IACUC to confirm congruence.

Once congruence is confirmed, the Office of the IACUC will provide the PI a confirmation letter certifying the ceded review of the animal protocol to the external institution’s IACUC.

If the grant is not already associated with a protocol, then the PI must submit a Ceded Request form to the Office of the IACUC for processing.

The PI must provide the external institution’s IACUC approval notice for the protocol(s) on which the animal work will occur.

The Office of the IACUC will perform a grant congruency review.

Once congruence is confirmed, the Office of the IACUC will notify the PI that the grant addition was approved by the HMA IACUC.

Office of the IACUC email: IACUC@hms.harvard.edu