NIH Other Support

Guidance - SOM

# General Information – SciENcv

[ ] As of 05/25/2025, NIH will require the use of SciENcv to generate Other Support documents: <https://www.ncbi.nlm.nih.gov/sciencv/>

* PIs can delegate authority to administrators for preparing Other Support
* PIs will need to approve electronically and print from SciENcv for submission to NIH
* SciENcv HOW TO guides can be found here: <https://www.ncbi.nlm.nih.gov/books/NBK154494/>

# Other Support – General Guidance

[ ] Prior to 05/25/2025, please use NIH templates, samples, and instructions found here: <https://grants.nih.gov/grants-process/write-application/forms-directory/other-support-format-page>

[ ]  Please review all Other Support FAQs here: <https://grants.nih.gov/faqs#/other-support-and-foreign-components.htm>

[ ] Ensure all Other Support includes sections for Active, Pending, and In-Kind, support (enter “None” if applicable)

* The grant in question (for which we are submitting the JIT, RPPR, etc) should be included as either Active or Pending, as applicable
* No section is needed for Completed grants on NIH Other Support

[ ] Ensure the total of Active support + the grant for which we are submitting the Other Support does not exceed 12CM

* The total support including Pending applications can exceed 12CM unless funding is imminent for any Pending award (if so, please note this)

[ ] Ensure all Other Support includes an Overlap section addressing scientific and commitment overlap (enter “None” if applicable)

* If Active effort + the grant in question will exceed 12CM, a specific overlap statement must explain how effort will be adjusted on Active awards to ensure that there is no overcommitment. A general statement such as “Effort will be adjusted not to exceed 12CM” is not sufficient.
* Any effort reduction on NIH awards by 25% or more from the level that was approved at the time of initial award must receive prior approval from NIH.
	+ Reductions are cumulative, i.e., the 25% threshold may be reached by two or more successive reductions that total 25% or more. Once NIH approval has been given for a significant change in the level of effort, then all subsequent reductions are measured against the new approved/adjusted level. (see [NIH GPS Section 8.1.2.6](https://grants.nih.gov/grants/policy/nihgps/html5/section_8/8.1.2_prior_approval_requirements.htm#Change) for additional information)
* Effort may be reduced 25% or more during an NCE period without NIH prior approval, however all personnel named in the NOA must maintain a measurable level of effort (see [NIH GPS Section 8.1.1.3](https://grants.nih.gov/grants/policy/nihgps/html5/section_8/8.1.1_nih_standard_terms_of_award.htm#Extensio) for additional information)

[ ] Ensure the Status of Support field (e.g. Active, Pending) is accurate for all awards

[ ] Ensure all award dates are accurate

* Projects in no-cost extension should show the actual end date including the extension period

[ ]  Ensure that dollar amounts are reported correctly

* For all awards except subcontracts, report the total award amount (direct + indirect) for the entire project period
* For projects on which the researcher is a subcontractor, report the total award amount (direct + indirect) of the entire project period of the subcontract only

[ ] Ensure accuracy of effort tables

* Effort tables should include effort for only current and future budget periods (eliminate completed/previous budget periods)
* If a budget period crosses calendar years, the display date should be the calendar year in which the budget period ends (e.g. budget period 07/01/2024 – 06/30/2025 should be shown as 2025)

[ ] Ensure signatures are official electronic versions (e.g. AdobeSign, DocuSign) and current

* Signatures should not be inserted image files or scans of wet ink signatures

# Other Support – RPPRs

[ ] Submit updated Other Support for any Key Personnel who have had changes since the last reporting period

* \*NOTE\* - It is no longer necessary to note specific changes in Other Support for RPPRs, despite the language in the RPPR module/section D. Please see current FAQ here: <https://grants.nih.gov/faqs#/other-support-and-foreign-components.htm?anchor=56199>