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>