

NIH Questionnaire for Rutgers Faculty (Other Support Forms and Foreign Component Disclosures):

NIH recently issued two important notices ([NOT-OD-21-073](#) and [NOT-OD-21-110](#)) updating their expectations for disclosure of Other Support. In addition to disclosing all research activity administered through Rutgers, [Senior/Key Personnel](#) are also expected to disclose 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 Rutgers or an entity external to Rutgers. NIH interprets Other Support to include the following:

- Paid or unpaid appointment(s) at another institution.** Please include all research collaboration(s) at another institution that directly benefit the investigator's research endeavors. Please also include any start-up funds provided by institutions other than Rutgers (amount currently available).
- Financial support**, including, but not limited to, selection to a foreign "talents" or similar-type program, or other foreign or domestic support. This includes research performed outside of a faculty member's appointment (e.g., a faculty member with a 9-month appointment at Rutgers and a two-month appointment at another institution performed during the summer).
- Financial support for laboratory personnel.** Please include employees, post-docs, students, and visiting scholars who are paid a salary by their government or home institution. "If the time commitment or dollar value of the in-kind contribution is not readily ascertainable, the recipient must provide reasonable estimates" of the dollar value.
- In-kind contributions**, e.g., office/laboratory space, equipment, supplies, and other "high-value materials that are not freely available (e.g., biologics, chemical, model systems, technology, etc.)."
- Outside Activities such as consulting** where the researcher will be conducting research as part of the consulting activities. Private equity financing (e.g., in support of the SBIR/STTR program) and honoraria in support of an individual's research endeavors must be included.
- Endowment(s), other Rutgers Unit/Department support, and retention funds** provided in support of an investigator's research (amount currently available).
- Rutgers internal grant (e.g. Busch Biomedical, Tech Advance, etc)** (amount currently available).

Please also note the following three requirements:

1. **Faculty must now provide copies of contracts, grants, or other agreements specific to foreign appointments and/or employment with a foreign institution.** 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."
2. **Faculty should confirm that their NIH biosketch includes "all positions and scientific appointments both domestic and foreign, including affiliations with foreign entities or governments."** This includes "titled academic, professional, or institutional appointments whether or not remuneration is received, and whether full-time, part-time, or voluntary (including adjunct, visiting, or honorary)."

3. **Faculty must request NIH's prior approval before adding a "foreign component"** ([NIH's Grants Policy Statement Section 8.1.2.10](#)). A "foreign component" is defined as "any significant scientific element or segment of a project outside of the United States, either by the recipient or by a researcher employed by a foreign organization, **whether or not grant funds are expended**" [emphasis added]. The definition of "foreign component" (which can be found [here](#)) may include "collaborations with investigators at a foreign site anticipated to result in co-authorship; use of facilities or instrumentation at a foreign site; or receipt of financial support or resources from a foreign entity."

While this questionnaire relates specifically to NIH guidance, other sponsors may require similar levels of detail in Other Support forms. Please see the [NIH FAQ](#) for more information. A sample NIH Other Support form can be found [here](#).

Rutgers Faculty are responsible for ensuring that their Other Support forms are accurate and complete. Research Administrators have limited or no knowledge of many of the items that Federal sponsors are now asking about such as external consulting/appointments/collaborations and internal Rutgers grants/endowments. Senior/Key Personnel may want to reference their financial disclosures in the eCOI system and their outside activities in Ethics Armor to ensure they are including all relevant information. Effective **January 25, 2022**, NIH will require all senior/key personnel to "electronically sign their respective Other Support form as a PDF prior to submission" in order to "certify the accuracy of the information submitted." The new forms are available and can be utilized now.