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# NIH Other Support Checklist

Version dated: 8/31/2021

The following **must be** **included** with Other Support:

[ ]  All ongoing projects/awards and proposals currently under consideration (listed in that order).

[ ]  This includes proposals and awards that the individual participated with, that were not routed through MSU’s research administration system

[ ]  When submitting Other Support information at the JIT stage, the related application should not be included. Similarly, when submitting Other Support information at the RPPR stage, the related NIH award should not be included.

[ ]  Internal MSU proposals / awards should be included.

[ ]  Consulting activities that involve conducting research, regardless of whether or not remuneration is received.

[ ]  Research conducted during the summer semester for faculty members with an Academic Year appointment, regardless of whether or not remuneration is received.

[ ]  Participation in a foreign “talents” or similar program.

[ ]  Financial support for laboratory personnel, travel, living expenses, etc.

[ ]  High-value materials that are not freely available (e.g., biologics, chemical, model systems, technology, etc.).

[ ]  Start-up packages and all other research-related support from entities other than MSU, even if the research will be carried out at another institution.

[ ]  Collaborations with other researchers outside of the applicant institution that directly benefit the individuals research endeavors.

[ ]  In-kind contributions that are **not intended for use** on the project/proposal that the Other Support form is related to. Examples include: office/lab space, equipment, supplies, or staff/students supported by an outside source.

[ ]  Other Support forms must be signed by the PD/PI or other senior/key personnel, in the designated signature spot.

[ ]  Supporting documentation including, “…copies of contracts specific to senior/key personnel foreign appointments and/or employment with a foreign institution for all foreign activities and resources that are reported in Other Support,” must be provided with the Other Support submission. Copies must be in English.

* Additional instructions and resources, including a list of items that may be **excluded** from Other Support, can be found on the [NIH section of MSU’s Current and Pending / Other Support webpage](https://osp.msu.edu/PL/Portal/1587/CurrentandPendingOtherSupportRequirementsbySponsor#nih).
* MSU faculty are responsible for ensuring that their Other Support forms are accurate and complete.
* NIH has provided a webpage with [FAQ’s](https://grants.nih.gov/faqs#/other-support-and-foreign-components.htm) on Other Support, as well as, a [template](https://grants.nih.gov/sites/default/files/other-support-format-page-rev-12-2020.docx) of the form, [Instructions](http://grants.nih.gov/sites/default/files/nih-other-support-instructions-rev-06-28-2021.docx) on how to complete the form, and a [sample](https://grants.nih.gov/sites/default/files/other-support-sample-7-20-2021.docx) using their template.
* Other NIH disclosures to keep in mind:
	+ **Section B. Positions, Scientific Appointments and Honors** of the biosketch, must include all positions and scientific appointments (domestic and non-domestic), including affiliations with non-domestic entities or governments, and titled academic, professional, or institutional appointments (including adjunct, visiting, or honorary).
	+ **Foreign Components** must have prior NIH approval. A **Foreign Component** is defined by NIH 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."**