

New NIH Disclosure Requirements Summary

As of **January 25, 2022**, NIH will require that all proposals, Just-in-Time (JIT) submissions, and Research Performance Progress Reports (RPPRs) use the new [Biographical Sketch](#) and [Other Support](#) format pages.

Please note that JHU has required all researchers to use the new forms for NIH submissions since May 25, 2021.

Biosketch Reminders

Biosketches must include **all current positions and scientific appointments** held, **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). For additional details, please consult NIH's [Biosketch instructions](#) and [Biosketch FAQs](#). **NIH Biosketch templates and samples as also available [here](#).**

Other Support Reminders

Other Support includes 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 the institution the researcher identifies for the current grant. This includes but is not limited to:

Resources and/or Financial Contributions:

From all foreign and domestic entities, that are available to the researcher. This includes, but is not limited to, financial support for laboratory personnel, and provision of high-value materials that are not freely available (e.g., biologics, chemical, model systems, technology, etc.) provided within the last 3 years and that are still in use.

Consulting Agreements:

When the PD/PI or other senior/key personnel will be conducting research as part of the consulting activities.

Note: Many divisions, including SOM, do not permit faculty to conduct research under a private consulting agreement.

In-Kind Contributions:

Including but not limited to office/laboratory space, equipment, supplies, or employees or students supported by an outside source. *If the time commitment or dollar value of the in-kind contribution is not readily ascertainable, the recipient must provide reasonable estimates.*

Note: Foreign students and visitors with external support should be included on Other Support disclosures for all host investigator's NIH awards **regardless of whether the student/visitor worked on an NIH funded project or not.**

For additional details, please consult NIH's [Other Support instructions](#) and [Other Support FAQs](#). NIH Other Support templates and samples are also available [here](#). **JHU-specific Other Support guidance can be found [here](#).**

New Other Support Signature and Foreign Contract Requirements

Electronic Signatures – All JHU researchers must use [DocuSign](#) when certifying Other Support

- All Principal Investigators and Senior/Key Personnel **must electronically sign** their Other Support document certifying that the information is complete and accurate prior to submission to NIH.
- **All signatures must be completed through DocuSign** – NIH will not accept scans of wet signatures. See DocuSign instructions [here](#). **Researcher signatures cannot be delegated.**

Foreign Contract Requirement – Required for all researchers with foreign appointments and/or affiliations

- Principal Investigators and Senior/Key Personnel who have appointments or affiliations with foreign institutions must obtain approval by their school leadership prior to engaging in such an affiliation and must include copies of their approved and translated foreign contracts, grants, or any other agreements specific to Senior/Key Personnel foreign appointments, affiliations, and/or employment with a foreign institution as part of their Other Support submission.