

## NIH Other Support Checklist for Departmental Use

- Has the Senior/Key Person listed all Active and Pending proposals and awards?
- Have you verified this list against a recent Current & Pending report from COEUS?
  - For additional information on running this report, please see this [Guide](#)
- Has the Investigator included current or pending participation in, or applications to, programs sponsored by foreign governments including foreign government-sponsored talent recruitment programs?
- Has the Investigator listed their applicable Consulting Activities?
  - Disclosure is required for consultancy that is related to their research endeavors and falls outside of their appointment; separate from their agreement with Brown
- Have you verified that the effort commitments (including the proposed project) do not exceed 12 months?
- Has the Investigator listed all applicable In-Kind Contributions? These can include:
  - In-kind contributions not intended for use on the project/proposal being proposed
  - Visiting Scholars in Labs funded by an external entity
  - Students and postdoctoral researchers funded by an external entity
  - Travel supported/paid by an external entity to perform research activities with an associated time commitment
- Has the Investigator attached the appropriate Supporting Documentation?
  - Supporting Documentation includes copies of contracts relating to foreign appointments and/or employment with a foreign institution for all foreign activities and resources that are reported in Other Support
  - If they are not in English, Investigator must provide translated copies
- Has the Senior/Key Person reviewed the Other Support document and demonstrated their approval via Digital Signature?
  - While a flattened version of the signed document should be submitted to the sponsor, the department should retain the “live” signed version for record-keeping purposes