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