Frequently Asked Questions

NIH Other Support Reporting

Where to find more information.  How to submit updated Other Support.

1. Where do I submit my updated Other Support?

   Answer: Please submit your updated Other Support to other-support-reporting@umich.edu.

2. When is my updated Other Support due?

   Answer: Please submit your updated Other Support by January 20, 2020.

3. Are there examples of Other Support documents that include everything that should be reported by PIs?

   Answer: Please see https://orsp.umich.edu/policies-procedures/other-support-reporting for an Other Support form template and examples.

4. What format should the document be in? (Excel, Word, PDF)

   Answer: Preferably Word, but any standard format will be accepted.

5. Do I need to retrospectively update all the sources of support I have received over the course of my NIH grant(s), even if the support is no longer available, OR do I need to only update my current Other Support?

   Answer: We are requesting that you review your Other Support for any needed updates, specifically looking back to July 2019. Your updated Other Support must include all resources in support of and/or related to all of your research endeavors since July 2019.

6. Do we have to submit Other Support individually by project? Or should we be submitting Other Support by faculty?

   Answer: One form per PI will suffice, as long as the NIH-funded projects to which the Other Support applies are identified.

7. For projects involving more than one unit on campus, should the lead unit be collecting the documents for all investigators and submitting them together? Or does each individual submit their own?

   Answer: Each individual submits his/her own Other Support.
To whom this request for updated Other Support applies.

8. **Who needs to review their Other Support for any needed updates?**

   Answer: All NIH-funded PIs and senior/key personnel.

9. **Do I have to submit an updated Other Support if nothing is changing to my Other Support based on this policy?**

   Answer: No.

10. **Does this request apply to AHRQ-funded investigators or only NIH-funded PIs and senior/key personnel?**

   Answer: This request only applies to NIH-funded PIs and senior/key personnel.

11. **For pending proposals, do PIs need to submit updated Other Support if Just-In-Time materials have NOT yet been submitted?**

    Answer: An updated Other Support form is not required for a proposal that is pending with NIH and for which Just-In-Time materials (including Other Support) have NOT yet been submitted. Note, any future submissions of Other Support (including future Just-In-Time materials that will be submitted for currently pending proposals) must meet the Other Support reporting requirements identified in the latest version of the NIH Grants Policy Statement effective October 1, 2019.

12. **For pending proposals, do PIs need to submit updated Other Support if the Just-In-Time materials have already been submitted to NIH?**

    Answer: If the Just-In-Time materials have already been submitted to NIH, a new Other Support form needs to be provided if there are updates from what was originally submitted to NIH.

Reporting financial sources of support as Other Support.

13. **Is this request specific to foreign Other Support or to all Other Support?**

    Answer: This request is for all Other Support, domestic and foreign.

14. **Should U-M startup support be reported as Other Support?**

    Answer: No. U-M startup support does not need to be reported as Other Support.

15. **Should U-M gifts be reported as Other Support?**

    Answer: No, U-M gifts are not included in Other Support.
16. The email requesting updated Other Support states, “This requirement applies regardless of the source of support, the official recipient of the source of support...” Elsewhere it states, “Other support does not include training awards, prizes, gifts or startup support from the U.S. based institution [e.g. internal U-M startup support, lab space or training funds do not require disclosure].” Which is correct?

Answer: The latter is correct. It is most accurate to state, “With the exception of U-M training awards, prizes, gifts, and U-M startup support, this requirement applies regardless of the source of support or the official recipient of the source of support.”

17. I have a student working my lab pursuing a two-year independent educational and research project. No research funds or other forms of support are provided to the laboratory to support the student’s research activities. The student’s living costs and limited travel costs are provided directly to the student by her home institution. Does this arrangement need to be reported as Other Support?

Answer: Yes. Please see the Other Support form template and examples at [https://orsp.umich.edu/policies-procedures/other-support-reporting](https://orsp.umich.edu/policies-procedures/other-support-reporting) for guidance on how to report this Other Support.

18. I have a visiting professor that will be doing a year-long sabbatical in my laboratory starting this spring. She has full funding from her home university for her salary as well as money for research reagents. Although I will not directly be receiving and external funds, she will be using her institutional funding for research purposes and collaborative research projects while she is here in my laboratory. Does this arrangement need to be reported as Other Support?

Answer: Yes. Please see the Other Support form template and examples at [https://orsp.umich.edu/policies-procedures/other-support-reporting](https://orsp.umich.edu/policies-procedures/other-support-reporting) for guidance on how to report this Other Support.

19. A visiting scholar is not receiving funding through U-M and is not associated with UM other than rotating for a few months in my research lab. Does this arrangement need to be reported as Other Support?

Answer: Yes. Please see the Other Support form template and examples at [https://orsp.umich.edu/policies-procedures/other-support-reporting](https://orsp.umich.edu/policies-procedures/other-support-reporting) for guidance on how to report this Other Support.
20. Do we have to list reagents obtained via MTAs such as transgenic mice, antibodies, etc as Other Support?

Answer: It depends. Provision of high-value materials (e.g., biologics, chemicals, model systems, technology, etc.) that are not freely available to others and in-kind services and resources (e.g., office/laboratory space, equipment, employees) that are made available to you by a non-U-M source (including domestic and foreign universities, individuals, and companies) should be reported as Other Support.. For example, a reagent is a reportable source of Other Support if it is made available to you by a non-U-M entity at a far lower cost than it is available to others.

21. Do we have to list equipment as Other Support?

Answer: It depends. Provision of high-value materials (e.g., biologics, chemicals, model systems, technology, etc.) that are not freely available to others and in-kind services and resources (e.g., office/laboratory space, equipment, employees) that are made available to you by a non-U-M source (including domestic and foreign universities, individuals, and companies) should be reported as Other Support. For example, equipment is a reportable source of Other Support if it is made available to you by a non-U-M entity at a far lower cost than it is available to others.

22. I have an appointment at another university. Should I report this as Other Support?

Answer: Yes, appointments at another university should be reported as Other Support, including titled academic, professional, and institutional appointments whether or not remuneration is received, and whether full-time, part-time, or voluntary (including adjunct, visiting, or honorary).

Question 3 of NIH’s Other Support FAQ describes a similar scenario requiring Other Support reporting in which an NIH-funded PI has an unpaid appointment at a foreign university that allows her access to lab space, research materials, and staff. Per the NIH FAQ, “While the researcher is not receiving monetary compensation, the lab space, materials, and staff are resources made available to them in support of and/or related to their research efforts. Other payments, such as travel or living expenses must also be reported.”
23. I have a 9-month appointment at U-M. I spend two months at another institution during the summer conducting research under an award to that institution. Should I report this as Other Support?

Answer: Yes. Please see the Other Support form template and examples at https://orsp.umich.edu/policies-procedures/other-support-reporting for guidance on how to report this Other Support. As described in Question 5 of NIH's Other Support FAQ, "available resources in support of and/or related to an investigator's research endeavors should be disclosed even if they relate to work that is performed outside of a researcher's appointment period."