

## NIH Other Support (OS): Overview

NIH requires awardees to report all relevant activities and resources in support of the investigator's research endeavors on the required Other Support (OS) form to ensure transparency and to assess potential scientific, budgetary, and/or commitment overlap and the capacity of the individual to carry out the research as proposed.

### What types of Other Support must be disclosed?

- ❖ All resources (foreign and domestic) made available to you in support of and/or related to your research endeavors, regardless of whether they have monetary value and regardless of whether they are based at Chapman or an external entity.
- ❖ Income, salary, consulting fees, and honoraria in support of *any* of your research endeavors (i.e., if they involve your performance of distinct research activities)
- ❖ In-kind contributions (e.g., office/laboratory space, equipment, supplies, employees, students) with an estimated dollar value of \$5,000 or more that have an associated time commitment.
  - ❖ If the time commitment or dollar value is not readily known, provide a reasonable estimate
- ❖ Selection to a foreign "talents" or similar-type program, or other foreign or domestic scholarship award or other support
- ❖ Gifts/monetary donations that are intended to directly support your research and carry explicit or implicit expectations.

### Supporting Documentation for Foreign Activities

Copies of agreements/contracts for any foreign appointments, employment, consulting, or other support must be appended as supporting documentation to the OS. If documents are not in English, translated copies must be included.



#### IMPORTANT NOTE

**It is the responsibility of the investigator** to confirm that the Other Support information is true, complete, and accurate.

**When in doubt,  
disclose it!**

NIH requires **true, complete, and accurate reporting** of all activities and sources of research support, financial interests, and affiliations in applications and progress reports. Full transparency throughout the award lifecycle is critical. All research support (*both foreign and domestic*) must be disclosed.

## NIH Other Support (OS): Updates & FAQ

### New Requirements!

- ❖ Effective **October 1, 2025**, the following must be completed within 12 months **prior** to submitting Other Support to NIH:
  - ❖ Complete the [NSF SECURE Center Research Security Training](#)
  - ❖ Read Chapman's [Policy on Other Support Disclosure for NIH Proposals](#) and the NIH guidance linked within the Policy
- ❖ Effective **January 25, 2026**, Other Support must be prepared on the Common Form
  - ❖ Instructions: [Current and Pending \(Other\) Support Common Form](#)
  - ❖ NIH will require the use of [SciENcv](#) to prepare the Common Form
  - ❖ An [ORCID ID](#) is required and must be linked to your eRA Commons profile
  - ❖ Before exporting the PDF from SciENcv, you will be asked to certify that the information is current, accurate, and complete, and that you are not a party to any [Malign Foreign Talent Recruitment Program](#) (MFTRP).
  - ❖ See our [Quick Guide to NIH Common Forms](#) for step-by-step instructions!

### When is OS required?

- ❖ At the Just-In-Time stage for new or competing applications
- ❖ At non-competing/RPPR submission, if you've had any changes/additions
- ❖ Mid-Project disclosure is required if:
  - ❖ There is a major change in your active support (e.g., new foreign appointment)
  - ❖ It is discovered that something was not disclosed in a previous OS submission
- ❖ Other Support is **not** typically required at the proposal stage. However, requirements vary, so always refer to the specific Notice of Funding Opportunity (NOFO)

### Frequently Asked Questions (FAQ):

Question	Answer
Which projects should be included?	<b>Active and Pending, including the proposed/current project</b> ( <i>do not include Completed support</i> )
Do outside consulting activities have to be reported?	<b>Yes</b> , consulting activities that involve research and fall <i>outside</i> of your Chapman appointment must be disclosed
How should the Award Amount be expressed?	<b>Total Award Costs</b> for the Period of Performance, including F&A
What if Chapman is a subaward or part of a multi-project award?	List the project number, name of PD/PI, and source of support for the overall project. <b>Provide all other information (e.g., total award amount, person months)</b> for the subaward/subproject only.
How should Effort be expressed?	In " <b>person months</b> " (12 person months represents 100% effort; see the NIH FAQ on the <a href="#">Usage of Person Months</a> ).
Should in-kind support be included?	<b>Yes</b> , in-kind contributions with an estimated value of \$5,000 or more and an associated time commitment must be disclosed.
Should I list my internal Chapman grant?	<b>Yes</b> , internal funds awarded in support of a specific project must be disclosed (this does <b>not</b> include faculty start-up funds).
Should gifts be included?	<b>Yes</b> , when donations are intended to directly support your research and carry explicit <u>or implicit</u> expectations. See NIH's <a href="#">Example Scenarios: Monetary Donations as Other Support vs. Gifts</a> .

## NIH Other Support (OS): Overlap

### What does NIH mean by “overlap”?

**Scientific overlap occurs when** (1) substantially the same research is proposed in more than one application or is submitted to two or more different funding sources for review and funding consideration, or (2) a specific research objective and the research design for accomplishing that objective are the same or closely related in two or more applications or awards, regardless of the funding source.

**Budgetary overlap occurs when** duplicate or equivalent budgetary items (e.g., salary, equipment) are requested in an application but are already provided by another source.

**Commitment overlap occurs when** a person’s time commitment exceeds 100 percent (including commitments outside of their Chapman appointment), whether or not salary support is requested in the application. While OS typically applies only to key personnel, no project personnel may have commitment in excess of 100 percent.

#### Addressing actual and potential overlap ensures:

1. Sufficient and appropriate effort committed to the project
2. No duplication of funding for scientific aims, specific budgetary items, or an individual’s level of effort
3. Only funds necessary for the conduct of the approved project are included in the award



**If there is potential scientific, budgetary, or commitment overlap, a statement must be included to resolve the overlap.**

### Sample Overlap Statements

**A.** There is a commitment overlap with the proposal under consideration (1R01AG123456-01). Dr. Teach will request approval to reduce her effort from 3.0 calendar months to 2.0 calendar months on 1R01HL654321-01 and confirms that this reduction will not constitute a change in the scope of work for that project.

**B.** There is a scientific overlap between Aim 2 of 5R21HG123456-02 and Aim 4 of the application under consideration. If both are funded, the budgets and scope will be adjusted accordingly in conjunction with agency guidelines.

**C.** There is a budgetary overlap between 1R01AG123456-01 and the application under consideration. If both are awarded, the budgets will be adjusted appropriately in conjunction with agency staff.