

Office of Research News & Notes

Office of Research Update

Emails Concerning Outgoing Subawards for Grants and Contracts Services Agreements (CSAs) for Grants

Effective April 4, 2016, the Office of Research will copy the departmental contact on emails that are sent to grant subaward and grant CSA sites. It is imperative though, as part of this new process, the Department ensures the following:

1. If the department receives an agreement and the Office of Research is not copied on the correspondence, the department will forward the agreement to the Office of Research upon receipt.
2. The department will not negotiate an agreement on behalf of the University.

Sponsor Update

The National Institutes of Health (NIH) and the Agency for Healthcare Research and Quality (AHRQ) have a number of changes being implemented over the next few months. Please pay particular attention to the following:

1. **NIH & AHRQ Grant Application Changes**

- [NOT-OD-16-081](#)

A number of changes to grant application policies and instructions are being implemented for application due dates on or after May 25, 2016. These changes are being implemented with the FORMS-D application forms and instructions.

- a. **FORMS-D**

Applicants must use FORMS-D for due dates on or after May 25, 2016 and must use FORMS-C for due dates on or before May 24, 2016.

- [Annotated Version of FORMS-D](#)

- b. **Rigor and transparency in research grant applications** (including small business and complex research grant applications) - [NOT-OD-16-011](#) and [NOT-OD-16-012](#)

Applicants must use the new "Authentication of Key Biological and/or Chemical Resources" attachment to briefly describe methods used to ensure the identity and validity of key biological and/or chemical resources. Similar changes for institutional

training and individual fellowship applications will be implemented as early as FY2017 ([NOT-OD-16-034](#)). Until that time, applicants **must not** use the "Plan for Instruction in Methods for Enhancing Reproducibility" attachment or the "Authentication of Key Biological and/or Chemical Resources" attachment unless specifically requested in a funding opportunity announcement.

These updates will take effect for most research grant applications (including small business and complex research grant applications) submitted for due dates on or after January 25, 2016. For research contracts, this policy will be effective for proposals received on/after January 25, 2016 and expected to result in contract awards in Fiscal Year 2017 and beyond.

- c. **Vertebrate Animals (NIH only) - [NOT-OD-16-006](#)**
Applicants must answer new euthanasia questions on the PHS 398 Cover Page Supplement and PHS Fellowship Supplemental forms when vertebrate animals are involved, instead of addressing the method of euthanasia in the Vertebrate Animals attachment.

These requirements, as applicable, will take effect for all grant applications except Fellowship (F series) and Training (T series) grants for due dates on or after January 25, 2016, and will take effect for all applications for due dates on or after May 25, 2016. For contracts, see individual Requests for Proposals (RFPs) for details.
- d. **Inclusion**
Applicants must provide [inclusion data](#) on a new, consolidated PHS Inclusion Enrollment Report form.
- e. **Data Safety Monitoring Plans**
Applicants must provide a new "Data Safety Monitoring Plan" attachment when their project includes a clinical trial.
- f. **Research Training - [NOT-OD-16-007](#)**
Applicants must use new [FORMS-D Training Tables](#) in applications with due dates on or after May 25, 2016 and all progress reports.
- g. **PHS Awarding Component and Peer Review Requests - [NOT-OD-16-008](#)**
Applicants must use a new PHS Assignment Request Form to communicate requests pertinent to the assignment and initial peer review of applications beginning with applications for due dates on or after May 25, 2016.
- h. **New Font Guidelines - [NOT-OD-16-009](#)**
New font guidelines apply for applications submitted for due dates on or after May 25, 2016.

i. **Biosketch Clarifications** - [NOT-OD-16-080](#)

This notice provides details on updated instructions and format pages for biosketches to be used in applications due on or after May 25, 2016.

j. **Note:** Appendix policy changes originally mentioned in [NOT-OD-16-004](#) are on hold until further notice and will not be part of the initial roll-out of FORMS-D instructions

2. **Upcoming Changes to Post-Award Forms and Instructions**

[NOT-OD-16-005](#)

This notice contains a summary grid highlighting these upcoming changes and the targeted effective date.

3. **NIH has Redesigned [Grants & Funding Website Pages](#)**

The NIH has a detailed list of [frequently asked questions \(FAQs\)](#) that address these 2016 updates.