

NIH Other Support

What is the Other Support Page?

Also known as “current and pending support” or “active and pending support”, the other support page is used in federally funded grant applications to ensure there is no overlap – scientific, budgetary, commitment, or otherwise – between an investigator’s current project load and the grant to which they are applying. Information on the following is therefore required for all personnel labeled as senior or key in a proposal:

- Resources and/or financial support received by the investigator relating to specific research activities
- Consulting agreements for which the investigator will be conducting research
- In-kind contributions

Training awards, prizes, and gifts are not included as part of an investigator’s other support.

It is vital – especially if you frequently apply to federal grant opportunities – to have an up-to-date other support page on hand. This document will outline the steps needed to do so. *(Note: In March 2021, the NIH revised the requirements and formatting for the federal application other support page. These instructions follow the updated guidelines.)*

Creating Your Other Support Page

- 1) Go to the NIH Other Support form [webpage](#) and download a blank copy of the formatted document.

Form Name	Other Support Format Page
Description	Information on Other Support is used for grant awards and progress reports.
How to Access	Unless otherwise stated in the funding opportunity announcement, Other Support information is requested as part of the Just-in-Time process in the post-submission, pre-award cycle. Other Support format page (blank format page, Word) NIH is finalizing the SciENCv template for Other Support and anticipates that the template will be available beginning in FY 2022.

- 2) Delete the instructions at the top of the page so that the lines “Name of Individual” and “Commons ID” immediately follow the header. Add your name and Commons ID (if you know it).

OMB No. 0925-0001 and 0925-0002 (Rev. 12/2020 Approved Through 02/28/2023)

~~For New and Renewal Applications DO NOT SUBMIT UNLESS REQUESTED
PHS 398 OTHER SUPPORT~~

~~There is no "form page" for reporting Other Support. Information on Other Support should be provided in the format shown below.~~

*Name of Individual:
Commons ID:

- 3) Fill out the following information for each individual project, listing all active projects first. Include an underlined heading labeled ACTIVE above the first title line. Information marked with an asterisk is required.

*Title:

Major Goals:

*Status of Support:

Project Number:

Name of PD/PI:

*Source of Support:

*Primary Place of Performance:

Project/Proposal Start and End Date: (MM/YYYY) (if available):

* Total Award Amount (including Indirect Costs):

Notes

- Primary Place of Performance – use “HHRI, Minneapolis MN”.
- Total Award Amount – includes both direct and indirect costs
 - If the project budget is dependent on enrollment, mark that down instead of a dollar amount
- For the Person Months table, include a row for each individual budget period, starting with the most current. Indicate the proposed level of effort for all remaining budget periods.
 - If your effort is reliant on a specific facet of the project, note that instead. For example, a project from 2020 to 2025 with variable effort would look something like this:

Year (YYYY)	Person Months (##.##)
1. 2022	Dependent on patient enrollment
2. 2023	Dependent on patient enrollment
3. 2024	Dependent on patient enrollment

- 4) Follow step 3 for all pending projects, with an underlined heading labeled PENDING above the first title line.
- 5) If you are the recipient of any in-kind contributions, fill out the required information for each individual contribution. Otherwise, remove that section from the form.
- 6) Indicate any possible overlap between projects/proposals, resources, as well as other positions and affiliations and the current application or write “none”.
- 7) Save the document to your files to update as needed. ***You will need to sign and date the other support page before submitting it to any federal agency.***

For more information on the NIH other support format page, as well as more detailed instructions for each section of the form, please visit their website [here](#).

If you have any questions please contact the Grants and Contracts office at researchinquiry@hhrinstitute.org.