

## Policy on NIH Other Support Disclosure and Training

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### I. Title

#### Policy on NIH Other Support Disclosure and Training

### II. Policy

- A. This policy outlines the requirements for training and compliance with NIH's Other Support disclosure guidelines for all Senior/Key Personnel involved in NIH-funded research.

#### 1. Training Requirement

- a. All Senior/Key Personnel must complete NIH-compliant training on Other Support disclosure requirements.

#### 2. Disclosure Requirements

Personnel must disclose all active and pending research support, including:

- a. Financial and in-kind support
- b. Foreign and domestic affiliations
- c. Consulting agreements involving research
- d. High-value materials and resources
- e. Appointments at other institutions (paid or unpaid)

Disclosures must be made regardless of monetary value or institutional affiliation.

### III. Definitions

**Senior/Key Personnel:** The PD/PI and other individuals who contribute to the scientific development or execution of a project in a substantive, measurable way, whether or not they receive salaries or compensation under the grant. Typically, these individuals have doctoral or other professional degrees, although individuals at the masters or baccalaureate level may be considered senior/key personnel if their involvement meets this definition. Consultants and those with a postdoctoral role also may be considered senior/key personnel if they meet this definition. Senior/key personnel must devote measurable effort to the project whether or not salaries or compensation are requested. "Zero percent" effort or "as needed" are not acceptable levels of involvement for those designated as **Senior/Key Personnel**.

**Other support:** Includes all resources made available to researcher or senior key personnel in support of and/or related to all of their research endeavors, regardless of whether or not they have monetary value and regardless of whether they are based at the institution the researcher identifies for the current grant. Other support does not include training awards, prizes, start-up support from the US based institution, or gifts.

(note: Gifts are resources provided where there is no expectation of anything (e.g., time, services, specific research activities, money, etc.) in return).

### IV. Relevant Federal and State Statutes

[NOT-OD-25-133 - NIH Announces a New Policy Requirement to Train Senior/Key Personnel on Other Support Disclosure Requirements](#)

### V. Relevant UT System Policies, Procedures and Forms

None

### VI. Who Should Know

This policy applies to all faculty, researchers, and staff designated as Senior/Key Personnel on NIH grant applications, progress reports, and Just-in-Time submissions.

## **VII. UTA Office(s) Responsible for Policy**

**Responsible Officer:** Vice President for Research & Innovation

**Sponsoring Department:** Office of Grant and Contract Services

## **VIII. Dates Approved or Amended**

Wednesday, October 1, 2025

## **IX. Contact Information**

All questions regarding this policy should be directed to: [ogcs@uta.edu](mailto:ogcs@uta.edu).  
Send notifications of errors or changes to: [ogcs@uta.edu](mailto:ogcs@uta.edu).