



Fogarty International Center

NIH Policy Updates, Grants Pre- & Post-Award Management, FAQs, and Case Studies

Grants to Foreign Institutions/International Organizations and Domestic Grants with Foreign Components

2024 SRAI Annual Meeting

NIH FIC Grants Office



Fogarty International Center

Presenters

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Table of Contents

- Policy Updates
- Grants Pre- and Post-Award Management
- FAQs
- Case Studies
- Helpful Resources & Contacts



Policy Updates

Presented by: Satabdi
Raychowdhury



NIH Updated Policy Guidance for Subaward/Consortium Written Agreements

Notice Number: NOT-OD-23-182

<https://grants.nih.gov/grants/guide/notice-files/NOT-OD-23-182.html>

- Effective October 1, 2023
- Highlights several areas within the consortium relationship that the recipient needs to address with consortium organizations receiving subawards under a grant to ensure compliance with NIH requirements.
- Minimum requirements outlined in the written agreement section below (15.2.1).
 - NIH reserves the right to request copies of the written agreement and relevant supporting documentation as needed.
 - Failure to provide requested documentation may lead to remedies for noncompliance and potential enforcement actions (see 8.5, Specific award conditions and remedies for noncompliance).
- **For foreign subrecipients**, a provision requiring the foreign subrecipient to provide access to copies of all lab notebooks, all data, and all documentation that supports the research outcomes as described in the progress report, to the primary recipient with a frequency of no less than once per year, in alignment with the timing requirements for Research Performance Progress Report submission. Such access may be entirely electronic.

Reminder Notifications to Recipients with Final FFRs in Rejected Status

Notice number: NOT-OD-24-017

<https://grants.nih.gov/grants/guide/notice-files/NOT-OD-24-017.html>

- Beginning in November 2023, recipients with Final FFRs in rejected status will receive a monthly e-mail communication from the NIH Office of Policy for Extramural Research Administration (OPERA) Closeout Center. This reminder will provide the extramural community with the steps necessary to re-submit an acceptable Final FFR in the Payment Management System (PMS).
- The purpose of the e-mail communication is to reinforce the requirement that rejected Final FFRs must be resubmitted in a timely manner in accordance with the NIH Grants Policy Statement (see NIH GPS 8.6 and 8.6.1).
- The goal is to ensure that all administrative and financial closeout requirements of the grant award are conducted within the required time frames (see 2 CFR Part 200.344 and NIH GPS 8.6).

NIH Enforcement of Closeout Policies

Notice Number: NOT-OD-24-055

<https://grants.nih.gov/grants/guide/notice-files/NOT-OD-24-055.html>

<https://grants.nih.gov/grants/closeout/index.htm>

- The requirement for timely closeout is generally a recipient responsibility. However, NIH may initiate unilateral closeout if a recipient does not provide timely, accurate closeout reports or does not respond timely to NIH requests to reconcile discrepancies in grant records.
- NIH will unilaterally close the award and report the recipient's failure to comply with the terms and conditions of award in SAM.gov. In addition, failure to correct recurring reporting problems may cause NIH to take one or more actions that may include, but are not limited to, corrective actions, withholding of further awards, suspension or termination per Section 8.5.2 of the NIH GPS.

NIH Enforcement of Closeout Policies

NIH is committed to addressing and reducing grant closeout delays and to enhance compliance with HHS regulations and policies, and the GONE Act.

- Recipients must submit the following closeout reports:
 1. Final Federal Financial Report (except for Fellowships)
 2. Final Research Performance Progress Report (except for Fellowships for which the Termination Notice will continue to serve as the Final Progress Report)
 3. Final Invention Statement and Certification (except for Training grants, Fellowships, and certain other programs—e.g., activity codes C06, R13, R25, S10)
- All applicable closeout reports are **due no later than 120 days** after the project end date. Failure to submit timely and accurate final reports may affect future funding to the organization and/or awards with the same PD/PI.

<https://grants.nih.gov/grants/closeout/index.htm>

Salary Limitation for Grants and Cooperative Agreements FY 2024

Notice Number: NOT-OD-24-057

<https://grants.nih.gov/grants/guide/notice-files/NOT-OD-24-057.html>

- Effective January 1, 2024, the salary limitation for Executive Level II is \$221,900.
- OPM normally releases its new salary levels in January.

Single Audit Requirements for Foreign Recipients and Subrecipients of NIH Grants

Notice number: NOT-OD-24-151

<https://grants.nih.gov/grants/guide/notice-files/NOT-OD-24-151.html>

- Effective October 1, 2024, foreign recipients (whether they serve as a direct and/or subrecipient of NIH grants and cooperative agreements) that expend \$750,000 (cumulative amount) or more in Federal awards during their fiscal year are required to conduct either a single audit, performed in accordance with the requirements outlined in 2 CFR 200 Subpart F, or program-specific audit (as required by the terms and conditions of award).
- A program-specific audit may not be elected unless all the Federal awards expended were received from the same Federal agency, or the same Federal agency and the same pass-through entity, and that Federal agency, or pass-through entity in the case of a subrecipient, approves in advance a program-specific audit.
- With changes to 2 CFR 200, NIH expects the cumulative amount to be raised to \$1,000,000. Be on the lookout for NIH's implementation of 2 CFR 200 changes in the future.

Retroactive Review of Single Audits

NIH is enhancing its pre-award risk assessment procedures to review each institution's single audit results and may take actions based on findings reported.

- Some awards may be released *prior* to the completion of this review. These recipients will have a term added to their awards identifying that, based on the outcome of the retrospective review, NIH may unilaterally take administrative action to safeguard NIH funds.
- Upon completion of the review, *additional* terms may be added based on the specific risks identified by NIH.

For further details, refer to:

- [NIH Grants Policy Statement \(GPS\), Section 8.5.1, Specific Award Conditions – Modification of the Terms of Award](#)
- Single audit requirements are summarized in [NIH GPS Section 8.4.3, Audit](#)

Updates to FORMS-I

Notice number: NOT-OD-24-086

<https://grants.nih.gov/grants/guide/notice-files/NOT-OD-24-086.html>

- Effective for application due dates on or after January 25, 2025
- DO use FORMS-H form version for application due dates on or **before** January 24, 2025
- DO use FORMS-I form version for application due dates on or **after** January 25, 2025
- DO NOT use FORMS-I too early or FORMS-H too late

Updates to FORMS-I

Notice number: NOT-OD-24-086

<https://grants.nih.gov/grants/guide/notice-files/NOT-OD-24-086.html>

- High level changes being implemented:
 - Changes to Fellowship Applications
 - Updates for Training Applications
 - Simplified Review Framework for Research Project Grants (RPGs)
<https://grants.nih.gov/policy-and-compliance/policy-topics/peer-review/simplifying-review>
 - **Adoption of Common Forms for Biographical Sketch and Current and Pending (Other) Support by May 25, 2025**

Adoption of Common Forms

Notice number: NOT-OD-24-163

<https://grants.nih.gov/grants/guide/notice-files/NOT-OD-24-163.html>

- Common Forms: https://www.nsf.gov/bfa/dias/policy/nstc_disclosure.jsp
- NIH will require all Senior/Key Personnel to enter their ORCID ID into SciENcv in the Persistent Identifier (PID) section of the Common Forms **and** link their ORCID ID to their eRA Commons Personal Profile.
- NIH will require the use of **a new NIH Biographical Sketch Supplement** to collect the (1) “Personal Statement,” (2) “Contributions to Science,” and (3) “Honors” statements.

Adoption of Common Forms

Notice number: NOT-OD-24-163

<https://grants.nih.gov/grants/guide/notice-files/NOT-OD-24-163.html>

- Effective for application and RPPR due dates **on or after May 25, 2025**
- DO use FORMS-H biographical sketch form version for application and RPPR due dates on or **before** May 24, 2025
- DO use Common Forms biographical sketch form version for application and RPPR due dates on or **after** May 25, 2025
- DO NOT use Common Forms too early or FORMS-H too late

Reporting DMS Plan Activities in RPPRs

Notice number: NOT-OD-24-175

<https://grants.nih.gov/grants/guide/notice-files/NOT-OD-24-175.html>

- NIH is adding several new questions about DMS activities to RPPRs submitted on or after October 1, 2024. For awards for which the NIH DMS Policy applies, recipients will be asked:
 - Whether data has been generated to date and what type of data it is;
 - Whether data has been shared for use by others;
 - If data has been shared, in what repository and under what unique digital identifiers;
 - If data has NOT been shared, what is the status of data sharing (e.g. being prepared for submission, submitted to repository, not yet expected to be shared); and
 - If data has not been generated and/or shared as outlined in an approved DMS Plan, what corrective actions have or will be taken to comply with the approved Plan.
- In addition, if significant changes to the DMS Plan are anticipated in the next year, recipients will be asked to describe those changes and provide a revised DMS Plan for approval.

Reporting DMS Plan Activities in RPPRs

Notice number: NOT-OD-24-175

<https://grants.nih.gov/grants/guide/notice-files/NOT-OD-24-175.html>

- Questions about if your grant mechanism falls under this policy, please visit:

<https://sharing.nih.gov/data-management-and-sharing-policy/about-data-management-and-sharing-policies/research-covered-under-the-data-management-sharing-policy#after>



Grants Pre-Award Management

Presented by: Vicky Tran





Systems Award Management (SAMs)

- A **yearly renewal** with SAM is needed to keep your Grants.gov registration active
 - NIH policy: The expiration date cannot be within 30 days of the budget start date.
 - (e.g., A grant with a 12/1 start date cannot have a SAM.gov entity expiration date before 12/31)
- **ALWAYS** MAINTAIN AN ACTIVE SAM REGISTRATION

SAM.gov Entity Registration

If you're experiencing difficulties...

- Contact the Federal Service Desk through SAM.gov early and often if you are having trouble with your entity account.
 - **FIRST** submit an electronic Help Desk Ticket,
 - **THEN** call the Help Desk.
 - **ONLY** create **one** help desk ticket.

- **IF YOUR SAM.GOV REGISTRATION IS NOT COMPLIANT WE CANNOT ISSUE ANY FUNDS**

Mailing Addresses and Contact Information

- All mailing/physical addresses and contact information for the PD/PI, Grantee Institution, and Business Office must be **correct, current, and identical** across all systems (eRA Commons, SAM, NCAGE, PMS, and EIN*)
 - EIN (NIH generated number): Ensure you are using the correct number that is the same across **all** systems
- Corrections must be made through the respective system's helpdesk
- Misaligned information **will** cause delays with the award and possibly not allow access to funds indefinitely

Mailing Address

- Micky Mouse University is in the process of updating their SAM registration.
- The registration form was submitted and approved with 100 Gofy Lane as their street address instead of 100 Goofy Lane.
- This address discrepancy between NCAGE, SAM, eRA Commons, and PMS, severely delayed Micky Mouse University's ability to receive an NIH grant award.
- All systems **must** match for NIH to be able to issue awards.



PMS ID.me Account Creation Tips

1. Be very keen on the details you enter in the ID.me system. They **must be the same**. e.g postal address and addresses on documents you upload.
2. Upload personal verification primary/secondary documents regardless that the registration is institutional. **Be very keen on the document selection and click on the appropriate document buttons under the ID.me portal.**
3. Verification documents that worked for have work for foreign grantees:
 - a. **Your passport**
 - b. Your national ID
 - c. A letter from your employer on an institutional letterhead with contacts
4. Be ready with the **original documents** uploaded for verification via a **live video call** from ID.me personal. It is **instant** upon completion of uploading docs in step # 3.
5. Provide **personalized/individual emails** and not generic ones – for instance abc@abcefg.org though valid was **rejected**.

If you are experiencing difficulties, contact the ID.me helpdesk for further assistance.

NIH staff have NO control NOR authority to update, assist, nor manage ID.me or PMS.

Successor-in-Interest versus Name Change

Successor-in-Interest (SII)

- Process whereby the rights to and obligations under an NIH grant(s) are acquired incidental to the **transfer of all of the assets** of the recipient or the **transfer of that part of the assets** involved in the performance of the grant(s).
- A SII may result from legislative or other legal action, such as a merger or other corporate change.

Name Change

- Action whereby the name of an organization is changed **without** otherwise affecting the rights and obligations of that organization as a recipient.

Successor-in-Interest versus Name Change

Successor-in-Interest (SII)

- Albert Einstein College of Medicine, Inc. (AECOM, Inc.) became Albert Einstein College of Medicine.
- AECOM, Inc. ceased to exist.
- Albert Einstein College of Medicine took over administration of all awards that had been with AECOM, Inc.
- The new entity had a new name, new EIN #, and a new UEI #.
- EIN # **changes**

Name Change

- Mount Sinai School of Medicine changed their organization name to Icahn School of Medicine at Mount Sinai.
- EIN # does **not** change

FAQs Foreign Organizations

Are there any tips to assist foreign organizations while registering in eRA Commons?

Keep these pointers in mind while registering in eRA Commons.

Applicant organizations:

- Must have a SAM-issued unique entity identifier (UEI) **prior** to registering in eRA Commons. You do not need to complete the full SAM registration to begin eRA Commons registration, though it will need to be completed prior to submission.
- The **same** UEI must be used in all federal system registrations (SAM, Grants.gov, eRA Commons).



FAQs Foreign Organizations

Some of the data fields in the SF424 (R&R) do not really apply to foreign organizations. How will this be handled?

- For some of the data, special instructions are included in the [Application Guide](#) for foreign organizations.

Are International organizations required to obtain an EIN number as part of the grant submission process?

- If a grantee **has had** an NIH grant, the NoA will contain a valid EIN number.
- If a grantee **has not had** an NIH grant, NIH does not require international organizations to obtain an EIN number for application submission. International organizations may use 44-4444444 for the Employer Identification field in the SF424 (R&R) Cover Component of the application package.
[See [NIH eSubmission Tips for International Applicants](#) (PDF - 343 KB)].



FAQs Foreign Organizations

How do I know if a foreign organization is eligible to apply?

- Each funding opportunity has a section for Eligibility. In that section there will be a clear statement about whether foreign institutions are eligible to apply

Which budget form should I use if I am a foreign organization?

- Foreign institutions must use the Research and Related Budget form.



FAQs Foreign Organizations

On the SF424 (R&R) application the field for “State” appears to be required. What do I do?

- Select your country first. If you select a country other than the US or Canada, the state field will become optional. Inclusion of Providence is required for Canada.

How does the system handle phone numbers in different formats?

- The phone number field on the SF424 (RR) application has a 25-character limit, but no specific format requirements.

What should I include in the Congressional District filed?

- Foreign institutions should use 00-000 for the Congressional District.



Grants Post-Award Management

Presented by: Vicky Tran



NIH Policy on Foreign Components

NIH requires recipients to determine whether activities it supports include a foreign component, defined as: The existence of any “significant scientific element or segment of a project” outside of the United States:

- Performance of work by a researcher or recipient **in a foreign location**, whether or not NIH grant funds are expended **and/or**
- Performance of work by a researcher **in a foreign location employed or paid for by a foreign organization**, whether or not NIH grant funds are expended

Reporting Requirements

	Non-SNAP Award	SNAP Award
Annual Research Performance Progress Report (RPPR)	Due <u>60 days</u> before budget start date	Due <u>45 days</u> before budget start date
Federal Financial Report (FFR)	Due at 90 days after the end of the quarter i.e., budget period ends, 2/28; calendar quarter ends, 3/31, Annual FFR due, 6/30	<u>Final</u> Federal Financial Report (Final-FFR) will be due at 120 days after the end of the quarter in which the budget period ends i.e., budget period ends, 2/28; calendar quarter ends, 3/31, Final FFR due, 6/30

RPPR Guidance

- The RPPR is completed using the eRA Commons
 - Only the PD/PI or the PD/PI delegate may initiate a RPPR
 - **Focus on the reporting period**
- **Specific Supplemental Guidance for FIC Grantees:**
 - <http://www.fic.nih.gov/Grants/Pages/progress-reports.aspx>
 - Refer to guidance for your grant's appropriate type (SNAP or non-SNAP) and activity code (Education, Standard or Career)
 - [SNAP awards \(R01, R03, R21, K01, K43\)](#)
 - [Education-type RPPR \(D43, R25, U2R\)](#)
 - [Non-SNAP Standard awards \(D71, G11, R03, R21, U01\)](#)
- Refer to the [NIH RPPR Instruction Guide](#)

Closeout Reporting Requirements

1. Final or Interim Research Performance Progress Report (RPPR)
2. Final Federal Financial Report (FFR)
3. Final Invention Statement and Certification
 - Due no later than 120 days after the project end date
 - After 180 days, the award enters unilateral closeout!

This is the #1 audit finding at the NIH!

Reporting Requirements

- Winnie the Pooh University was recently awarded a competing renewal (Type 2) grant.
- Is a Research Performance Progress Report (RPPR) required for the previous competitive segment after being awarded the competing renewal (Type 2) grant award?

Reporting Requirements

- Yes, a RPPR is required. Winnie the Pooh University is required to submit an Interim-RPPR.
- Interim-RPPR is used when submitting a renewal (Type 2) application.
 - If the Type 2 is **not** funded, the Interim RPPR will serve as the Final RPPR for the project.
 - If the Type 2 **is** funded, the Interim RPPR will serve as the annual RPPR for the final year of the previous competitive segment.
 - The data elements collected on the Interim RPPR are the same as for the Final RPPR, including project outcomes.

Annual RPPR Reporting Requirements with Foreign Components

- Mary Poppins Medical College is a foreign institution with a non-SNAP grant award.

- Multiple Choice Question: What section(s) of the RPPR (Research Performance Progress Report) is especially relevant to Mary Poppins Medical College to address?
 - A. C.1 Publications
 - B. D.1 Participants
 - C. E.4 Dollars spent in foreign countries
 - D. G.8 Project/Performance Sites
 - E. G.9 Foreign Components
 - F. All of the above

Annual RPPR Reporting

Answer: All of the above!

RPPR Sections especially relevant for Foreign Components:

- C.1 Publications
- D.1 Participants
- E.4 Dollars spent in foreign countries
 - This amount should be cumulative by country, and is the amount spent during the last budget period
- G.8 Project/Performance Sites
- G.9 Foreign Components

RPPR Section C.1 Publications

Until further notice, manuscripts written in scripts other than Latin (e.g., Russian, Japanese) cannot be processed by the NIHMS.

- These manuscripts are not required to be posted on the PubMed Central and do not require evidence of compliance on applications, proposals, or reports
- The NIHMS continues to process manuscripts written in Latin (Roman) script that contain characters and fonts used in standard mathematical notation.

<https://publicaccess.nih.gov/policy.htm>

RPPR Section D.1 Participants

- A Commons ID is required for all individuals with a postdoctoral, graduate, or undergraduate role.
- A Commons ID needs to be reported in Section D for all trainees who received one month (160 hours) or more of training in the past reporting year (not cumulative over several years).

RPPR Section E.4 Dollars Spent in Foreign Countries

“What dollar amount of the award’s budget is being spent in foreign country(ies)?”

- For **domestic awardees** provide the dollar amount **obligated** to first-tier subawards to foreign entities for this reporting period.
 - Report **only cumulative** first-tier subawards dollars by country. Do not report foreign travel, purchases, etc., unless part of a first-tier subaward to a foreign country.
- For **foreign awardees** provide the dollar amount of the award, excluding all first-tier subawards to U.S. entities, for this reporting period. Dollars provided should reflect total costs.
- ***If more than one foreign country, identify the distribution between the foreign countries.***

RPPR Section G.8 Project/Performance Sites

All performance sites should be clearly indicated in this section of the RPPR.

Foreign awardees are considered being a foreign component.



RPPR Section G.9 Foreign Component

All Foreign Components must be reported in this section of the RPPR including a description of each foreign component.

Foreign awardees are considered being a foreign component.

NIH Cost Considerations

- **A**llocable
- **A**llowable
- **R**easonable
- **C**onsistent

- For further details, refer to the [NIH GPS, Chapter 7, Cost Considerations](#)

Allowable Costs

- Dr. Yoda is a PI and is planning to host a conference with multiple guest speakers. In his grant budget, he allocates \$500 USD honoraria per speaker, for a total of 10 speakers, and \$5,000 USD.

- Is this allowable?

Allowable Costs

- Honoraria is **not** allowed when the primary intent is to confer distinction on, or to symbolize respect, esteem, or admiration for, the recipient of the honorarium.
- A **payment for services rendered**, such as a speaker's fee is allowable.
- The cost should be labeled "Speaker's Fee" or a title other than "honoraria" to prevent confusion and questions on the cost's allowability.

Reference the [NIH Grants Policy Statement, Chapter 7.9, Allowability of Costs/Activities](#)



Change in Scope

Change in Scope requires NIH prior approval.

What does change in scope mean?

- A **change in scope** is a change in the direction, aims, objectives, purposes, or type of research training, identified in the approved project.
- In general, the grantee may make changes in the methodology, approach or other aspects of the project objectives.
- The grantee must make the initial determination of the significance of a change and should consult with the Grants Management Officer (GMO) as necessary.
- Please read the Notice of Grant Award to determine if any restrictions or conditions have been placed on the award.

<https://www.fic.nih.gov/Grants/Pages/Scope.aspx>

Change in Scope

Certain actions in the following list **always** require NIH prior approval under the circumstances specified. Actions that are likely to be considered a change in scope include, but are not limited to:

- Change in the specific aims approved at the time of award
- Substitution of one animal model for another
- Change from the approved use of live vertebrate animals
- Change from the approved involvement of human subjects that would result in an increased risk
- Shift of the research emphasis from one disease area to another
- A clinical hold by FDA under a study involving an IND or an IDE
- Application of a new technology, e.g., changing assays from those approved to a different type of assay
- Transfer of the performance of substantive programmatic work to a third party through a consortium agreement

Change in Scope (cont.)

- Change in other senior/key personnel not specifically named in the NoA
- Significant rebudgeting, whether or not the particular expenditure(s) require [prior approval](#). Significant rebudgeting occurs when expenditures in a single [direct cost](#) budget category deviate (increase or decrease) from the categorical commitment level established for the budget period by 25 percent or more of the total costs awarded
 - For example, if the award budget for total costs is \$200,000, any rebudgeting that would result in an increase or decrease of more than \$50,000 in a budget category is considered significant rebudgeting. The base used for determining significant rebudgeting excludes the effects of prior-year carryover balances but includes competing and non-competing supplements. Significant rebudgeting does not apply to modular grants.
- Incurrence of research patient care costs if costs in that category were not previously approved by NIH or if a recipient desires to rebudget additional funds beyond those approved into or rebudget funds out of the research patient care category
- Purchase of a unit of equipment, not initially requested, exceeding \$25,000

Change in Scope

- Dr. Superman is preparing for the 3rd year of his D43 grant award, a 5-year program. The grant has funds remaining from the 2nd year due to project delays from not receiving IRB approvals in a timely manner. Dr. Superman wishes to utilize the unobligated funds in the 3rd year.
- Is prior approval required to carryforward the unobligated balance?



Change in Scope

- Check the NoA! Carryover prior approval is not required if the NoA states, *“An unobligated balance may be carried over into the next budget period without Grants Management Officer prior approval.”*
- Carryover of previous grant funds not expended is generally allowed, prior approval is not required *unless* if there is a possible change in scope.
- Unobligated balances must be reported in RPPR, G.10 Estimated Unobligated Balance.
- Do not include any dollars or discussions about carryover in RPPR H, Budget.



RPPR Section G.10 Estimated Unobligated Balance

What does an unobligated balance represent?

- Shortened budget period
- Delayed start
- Slow progress
- Others (e.g., COVID-19 Pandemic)

What questions, as your GMS, we may ask?

- What happened? How was this unobligated balance cumulated?
- Why did this situation occur?
- Where will the funds be spent?
- What is the plan to spend down the funds?

Change in Scope

- Dr. Batman is approaching the end of his 2-year R21 grant award. However, he will require an additional 7 months to complete his data analysis and publish his research findings. Dr. Batman learns he has sufficient funds remaining to fund these tasks and only needs more time.
- Is prior approval required to request additional time to work on the grant?

No Cost Extension (NCE)

- Allowed to extend the final budget period of a previously approved project period one (1) time for a period of up to 12 months **without** the need for prior approval
- Additional project extension beyond the initial extension of up to 12 months **requires** NIH prior approval

Foreign Component

- Drs. Wendy and Peter Pan are MPIs of a NIH grant award.
 - Dr. Wendy is the contact-PI from a US institution, Big Ben University
 - Dr. Peter Pan is the MPI from a LMIC institution, Sky Tree University
- Dr. Peter Pan was offered a new position at the Hook Institution of Medical Research, located in the same country
- Drs. Wendy and Peter Pan wishes to transfer the subaward to Hook Institution of Medical Research with Dr. Peter Pan's move
- Is this allowable?

Foreign Component

- Allowable, with prior approval.
- Recipients adding or changing a foreign performance site within a funded grant award must obtain approval from the GMO before work can be performed at the added or changed foreign site.
- A change of recipient that involves the transfer of a grant **to or between** foreign organizations or international organizations also must be approved by the IC's Advisory Council or Board.
- Remember, any change with a foreign component requires prior approval!



Helpful Resources



References and Links

GENERAL: NIH AND FOREIGN GRANTS:

- **NIH Office of Extramural Research (OER) webpage:**
<https://grants.nih.gov/grants/oer.htm>
- **NIH OER Information for Foreign Applicants and Grantees:**
<http://grants.nih.gov/grants/foreign/>
- **eRA Commons User Guides:** http://era.nih.gov/commons/user_guide.cfm
- **NIH Application Submission Tips for International Applicants:**
http://grants.nih.gov/grants/ElectronicReceipt/files/Tips_for_International_Applicants.pdf

References and Links

GENERAL: FIC:

- **FIC and Foreign Funding Opportunities:** <http://www.fic.nih.gov/Funding/Pages/default.aspx>
- **Fogarty Funding New Emails:** <https://public.govdelivery.com/accounts/USNIHFIC/subscriber/new>
- **FIC Foreign Grant Information:** <http://www.fic.nih.gov/Grants/Pages/Foreign.aspx>
- **FIC FAQs for FIC and Foreign Awards:** <http://www.fic.nih.gov/Grants/Pages/Frequently-Asked-Questions.aspx>

RPPR:

- **NIH OER RPPR Webpage:** <http://grants.nih.gov/grants/rppr/>
- **FIC Progress Report Guidance:** <http://www.fic.nih.gov/Grants/Pages/progress-reports.aspx>

PUBLIC ACCESS:

- **NIH Public Access Policy:** <http://publicaccess.nih.gov/index.htm>
- **Non-English Guides to PubMed:** <http://nnlm.gov/training/resources/intlpubmedlinks.html>

References and Links

SYSTEM FOR AWARD MANAGEMENT (SAM):

- **SAM FAQs for Entity Registration:**

https://www.fsd.gov/gsafsd_sp?id=kb_category&kb_category=2ad0cfc81b4f64108aa3a8eae54bcbf5

- **NIH Information for Foreign Grants:**

<https://grants.nih.gov/grants/foreign/index.htm>

- **NIH Organization Registrations:**

<https://grants.nih.gov/grants/how-to-apply-application-guide/prepare-to-apply-and-register/registration/org-representative-registration.htm>

- **NIH Applying Electronically FAQs:**

<https://grants.nih.gov/faqs#/applying-electronically.htm?anchor=question52115>

- **NIH Dealing with System Issues:**

<https://grants.nih.gov/grants/how-to-apply-application-guide/due-dates-and-submission-policies/dealing-with-system-issues.htm>

References and Links

PAYMENT MANAGEMENT SYSTEM:

- Use available resources:
 - Foreign and U.S. colleagues with experience
 - **Self-help web portal:** <http://www.psc.gov/one-dhhs>
 - **PMS FAQs:** <https://dpm-portal.psc.gov/Welcome.aspx?pt=DPM>
 - Program Support Center:
 - **Paperwork and account questions:**
 - US Institutions refer to your PMS accountant
 - Foreign Institutions refer to Raynette.Robinson@psc.hhs.gov; (301) 492-4938
 - **Helpdesk:**
 - Email: PMSSupport@psc.gov
 - Phone: (877) 614-5533
 - Hours: Monday – Friday 7 a.m. to 9 p.m. Eastern Time

References and Links

PAYMENT MANAGEMENT SYSTEM:

- ID.me Account Creation:
 - General Help: https://xms.hhs.gov/help/job-aids/help_pages.html
 - Verifying if You Live Outside of the United States: <https://help.id.me/hc/en-us/articles/4415907236375-Verifying-if-you-live-outside-of-the-United-States>
 - Using HHS Payment Management System (PMS) for Work: <https://help.id.me/hc/en-us/articles/21245762602391-Using-HHS-Payment-Management-System-for-work>
 - Documents to Verify if You Live Outside of the US: <https://help.id.me/hc/en-us/articles/15304227024023-Documents-to-verify-if-you-live-outside-of-the-US>
- If you need further assistance with login related issues, please contact the XMS helpdesk by email at XMSHelp@hhs.gov. This mailbox is monitored 24 hours a day from Monday through Friday. Responses will be provided within 24 to 48 hours (excluding federal holidays).

Points of Contact

- **General NIH Application Questions:**
 - E-Mail: GrantsInfo@nih.gov
 - Phone: 301-435-0714

- **Grants.gov Customer Support:**
 - E-Mail: support@grants.gov
 - Webpage: <http://grants.gov/>
 - Phone: 800-518-4726

- **eRA Commons Helpdesk:**
 - Web: <http://era.nih.gov/help/>
 - Toll-free: 1-866-504-9552
 - Phone: 301-402-7469
 - Hours: Mon-Fri, 7a.m. to 8 p.m. Eastern Time

Points of Contact

- **SAM.gov HelpDesk- The Federal Service Desk:**
 - Webpage/Electronic Helpdesk Ticket: <https://fsd.gov/fsd-gov/home.do>
 - **U.S. Calls:** 866-606-8220
 - **International Calls:** 334-206-7828
 - **DSN:** 866-606-8220
 - Hours: Monday – Friday 8 a.m. to 8 p.m. Eastern Time

Contact Us

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FICGrantsOffice@mail.nih.gov

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