\*\*\* This is an automated notification - Please do not reply to this message. \*\*\*

Principal Investigator: NAME

Application # entitled “APPLICATION TITLE” has completed the first phase of peer review.

**REQUEST FOR JUST-IN-TIME INFORMATION**

**THIS IS NOT A NOTICE OF GRANT AWARD NOR SHOULD IT BE CONSTRUED AS AN INDICATOR OF POSSIBLE AWARD**

This is a standard notice and request for information from all principal investigators with grant applications receiving an impact score of 30 or less (regardless of the IC’s payline) which reflects NIH’s current tightened paylines and new Impact Scoring system.  This notice is a request for Just-In-Time Information. NIH Institutes and Centers (ICs) have varying pay lines and funding strategies that determine which grants will be funded.

If a decision is made to fund this application, the assigned IC will need the following information PRIOR to making an award.

* **Current Other Support:** Provide active and pending support information for all individuals designated in an application as senior/key personnel—those devoting measurable effort to a project. Other support includes all financial resources, whether Federal, non-Federal, commercial or institutional, available in direct support of an individual’s research endeavors, including but not limited to research grants, cooperative agreements, contracts, and/or institutional awards. Training awards, prizes or gifts are not included. There is no form page for providing other support, although sample format pages are available at [https://grants.nih.gov/grants/funding/phs398/othersupport.doc](https://nam05.safelinks.protection.outlook.com/?url=https%3A%2F%2Fgrants.nih.gov%2Fgrants%2Ffunding%2Fphs398%2Fothersupport.doc&data=02%7C01%7Chilary.vansell%40vumc.org%7C036db65146164118f57608d6bf5a47b9%7Cef57503014244ed8b83c12c533d879ab%7C0%7C0%7C636906791801396883&sdata=ymEN1728TzoYqtn7QRsaLzgbrHe5CIPMiGE1d8hAPqY%3D&reserved=0) and [https://grants.nih.gov/grants/funding/phs398/othersupport.pdf](https://nam05.safelinks.protection.outlook.com/?url=https%3A%2F%2Fgrants.nih.gov%2Fgrants%2Ffunding%2Fphs398%2Fothersupport.pdf&data=02%7C01%7Chilary.vansell%40vumc.org%7C036db65146164118f57608d6bf5a47b9%7Cef57503014244ed8b83c12c533d879ab%7C0%7C0%7C636906791801406888&sdata=DHOBBvoTyTk2kiXAjVkmXNYhiItsqS2HxDxUz3QxrUU%3D&reserved=0). Note that effort devoted to projects must be measured in person-months.
	+ For all senior/key personnel, provide details on how you would adjust any budgetary, scientific, or effort overlap if this application is funded.
	+ For Career Development Award applications, information on all active support for the candidate, sponsor(s), co-sponsor(s), and Senior/Key Personnel may be requested by the awarding component prior to award.
* **Certifications:**
	+ **IRB Approval**: If the proposed project involves human subjects research, the certification date of IRB review and approval must be submitted. Pending or out-of-date approvals are not acceptable.
	+ **IACUC Approval:** If the proposed project involves research with live vertebrate animals, the verification of the date of IACUC approval of those sections of the application that involve use of vertebrate animals along with any IACUC-imposed changes must be submitted.  Pending or out-of-date approvals are not acceptable.
	+ **Human Subjects Education:** If the proposed project involves human subjects research, certification that any person identified as senior/key personnel involved in human subjects research has completed an education program in the protection of human subjects must be submitted.
	+ **Human Embryonic Stem Cells (hESCs):** If the proposed project involves hESCs and the applicant did not identify a hESC line from the NIH Human Embryonic Stem Cell Registry in the application, the line(s) should be included
	+ **Institutional Certification for Human Genomic Data Sharing:** If the proposed project involves a genomic data sharing plan for the generation of human genomic data, investigators must submit an Institutional Certification, or, in some cases, a Provisional Institutional Certification. Institutional certification forms and directions for completing them are available on the NIH GDS: [https://osp.od.nih.gov/scientific-sharing/institutional-certifications/](https://nam05.safelinks.protection.outlook.com/?url=https%3A%2F%2Fosp.od.nih.gov%2Fscientific-sharing%2Finstitutional-certifications%2F&data=02%7C01%7Chilary.vansell%40vumc.org%7C036db65146164118f57608d6bf5a47b9%7Cef57503014244ed8b83c12c533d879ab%7C0%7C0%7C636906791801406888&sdata=L9W%2B8RmNaQ%2FpY6tYYjJKF05vVgfPztB9ZclAtbpuxP8%3D&reserved=0). This certification should be submitted as a “Genome Data Sharing Certification” in the eRA Commons Just-in-Time module.
	+ **SBIR Funding Agreement:** For SBIR applicants, provide only upon request the SBIR Funding Agreement Certification described in Section 2.18 of the Supplemental Grant Application Instructions. The certification is available in fillable formats at: [https://grants.nih.gov/grants/forms/manage\_a\_small\_business\_award.htm](https://nam05.safelinks.protection.outlook.com/?url=https%3A%2F%2Fgrants.nih.gov%2Fgrants%2Fforms%2Fmanage_a_small_business_award.htm&data=02%7C01%7Chilary.vansell%40vumc.org%7C036db65146164118f57608d6bf5a47b9%7Cef57503014244ed8b83c12c533d879ab%7C0%7C0%7C636906791801416893&sdata=Djn%2BQn3XxsXrdO3JT3p2Z6B7Omsz6GUOG4RwWdrfuL4%3D&reserved=0) . This should be submitted as an "Other Upload" in the eRA Commons Just-in-Time module.
	+ **STTR Funding Agreement:** For STTR applicants, provide only upon request the STTR Funding Agreement Certification described in Section 2.19 of the Supplemental Grant Application Instructions. The certification is available in fillable formats at: [https://grants.nih.gov/grants/forms/manage\_a\_small\_business\_award.htm https://grants.nih.gov/grants/forms.htm#sbir](https://nam05.safelinks.protection.outlook.com/?url=https%3A%2F%2Fgrants.nih.gov%2Fgrants%2Fforms%2Fmanage_a_small_business_award.htm%2520https%3A%2Fgrants.nih.gov%2Fgrants%2Fforms.htm%23sbir&data=02%7C01%7Chilary.vansell%40vumc.org%7C036db65146164118f57608d6bf5a47b9%7Cef57503014244ed8b83c12c533d879ab%7C0%7C0%7C636906791801426898&sdata=2egTicCSvwgfbgaS5ENd25gJhMpc5f8RTT4QITMVOeU%3D&reserved=0). This should be submitted as an "Other Upload" in the eRA Commons Just-in-Time module.
* **Other Information Requested by the Awarding IC:** NIH IC’s may also request additional Just-in-Time information on a case-by-case basis, such as revised budgets or changes to the human subjects or vertebrate animal sections of the application. These changes should be submitted as an "Other Upload" file in the eRA Commons Just-In-Time module.

Applicants must submit their information at least 60 days before the proposed project period start date.  However, you should contact the IC for specific guidance. We understand that obtaining IRB and/or IACUC approval may take more than two weeks. Therefore, you may submit these approvals at the earliest date they are available.

All of the information must be submitted electronically using the Just-In-Time feature of the eRA Commons found in the Commons **Status** section. Department and Division assignments may be changed or added by the organization’s Signing Official (SO) via the eRA Commons found in the Commons Status section, under Re-Assign Award. For information on the Commons see: [https://public.era.nih.gov/commons/index.jsp](https://nam05.safelinks.protection.outlook.com/?url=https%3A%2F%2Fcommons.era.nih.gov%2Fcommons%2Findex.jsp&data=02%7C01%7Chilary.vansell%40vumc.org%7C036db65146164118f57608d6bf5a47b9%7Cef57503014244ed8b83c12c533d879ab%7C0%7C0%7C636906791801426898&sdata=8LmhXEbNMxkMnz%2BDocBl4MS%2FgNFB0P%2FhrlLmb41SFIo%3D&reserved=0).

Timely submission of the requested information will enable NIH staff to expedite an award should an application be identified for funding. Institute staff will contact you if they have not received the requested information or if additional information is required. If you have any additional questions, please contact the assigned Grants Management Specialist. Contact information for these individuals can be found in Commons Status.

Please be reminded that this notice and request for information applies only to principal investigators with grant applications receiving an impact score of 40 or less (regardless of the IC’s payline).  For additional information on the Just-in-Time procedures, see section 2.5.1 of the NIH Grants Policy Statement.



**4/24/19**

**Application # – PI NAME**

The above referenced application is being considered for funding by the National Institute of Allergy and Infectious Diseases.  Please note that this request is not a guarantee of funding.  Official notification of funding is only made by issuance of a Notice of Award (NoA).

The following Just-In-Time information (JIT) identified is requested:

**\_\_\_ X\_\_\_**   Current Other Support - Provide active and pending support information for ALL individuals designated in an application as key personnel.

*There is no form page for providing other support, although a sample format page is available at* [http://grants.nih.gov/grants/funding/2590/non-competing\_othersupport.pdf](https://nam05.safelinks.protection.outlook.com/?url=http%3A%2F%2Fgrants.nih.gov%2Fgrants%2Ffunding%2F2590%2Fnon-competing_othersupport.pdf&data=02%7C01%7Chilary.vansell%40vumc.org%7C953002e80674486c988b08d6c8b2847b%7Cef57503014244ed8b83c12c533d879ab%7C0%7C0%7C636917066387642957&sdata=EhIbkxYOG%2F49H%2Fcz2ZW05zJEWRSWXIlOnuq6m3Lf6qA%3D&reserved=0)

**\_\_\_\_X\_\_\_**  IRB approval date *(NIH does not require a copy of the IRB certification/approval). See* [NOT-OD-19-055](https://nam05.safelinks.protection.outlook.com/?url=https%3A%2F%2Fgrants.nih.gov%2Fgrants%2Fguide%2Fnotice-files%2FNOT-OD-19-050.html&data=02%7C01%7Chilary.vansell%40vumc.org%7C953002e80674486c988b08d6c8b2847b%7Cef57503014244ed8b83c12c533d879ab%7C0%7C0%7C636917066387652962&sdata=UvBUozNRFoKrMJ2cMbf8rMquLA4IXcHnF3%2Bz4jJuA%2Bg%3D&reserved=0).Pending or out-of-date approvals are not acceptable.  **If IRB has not met, provide anticipated meeting date in the body of the JIT.** Future dates cannot be submitted in the IRB date field of the JIT. *Information regarding the Federal Wide Assurance website:*  [http://grants.nih.gov/grants/policy/hs/faqs\_aps\_assurances.htm](https://nam05.safelinks.protection.outlook.com/?url=http%3A%2F%2Fgrants.nih.gov%2Fgrants%2Fpolicy%2Fhs%2Ffaqs_aps_assurances.htm&data=02%7C01%7Chilary.vansell%40vumc.org%7C953002e80674486c988b08d6c8b2847b%7Cef57503014244ed8b83c12c533d879ab%7C0%7C0%7C636917066387662976&sdata=HzYSi4HfSLo684Fakr%2Bo8WhWJNxdkRGhsMURxz83Zec%3D&reserved=0)

**\_\_\_ \_X\_\_\_\_\_**     The Government of Brazil performs an in-country, technical review of all funded scientific awards in Brazil. Please provide written confirmation that the Brazilian Institution has complied with requirements for the Committee de Etic em Perquisa (CEP) and Brazilian National Ethics Commission (CONEP) and that human subject’s research will be able to start at the time of Award. If the review is not complete, please provide the estimated date of approval. (GMS should only include this request for foreign applicants and/or domestic applicants with foreign component (s) to Brazil that include human subjects research in Brazil – GMS will remove this red lettering if used)

**\_\_\_\_X\_\_\_**Documentation of the required education in the Protection of Human Subject Research Participants for all key personnel involved in HS research*.*

*Information regarding this requirement can be found at the following website:* [http://phrp.nihtraining.com/users/login.php](https://nam05.safelinks.protection.outlook.com/?url=http%3A%2F%2Fphrp.nihtraining.com%2Fusers%2Flogin.php&data=02%7C01%7Chilary.vansell%40vumc.org%7C953002e80674486c988b08d6c8b2847b%7Cef57503014244ed8b83c12c533d879ab%7C0%7C0%7C636917066387662976&sdata=%2FYIIRLDo5Oh%2BO15aNHzoXcz9m5cZWLvvTMVxH03P4Zs%3D&reserved=0)

**\_\_\_\_X\_\_\_**  Other

1. Confirm your institutions Entity Identification Number (EIN) is X.
2. Confirm the latest F&A agreement is dated 12/26/2018 and the F&A rate is 70%.  **If this is not correct, include a copy of your latest F&A rate agreement.**

The requested Just In Time (JIT) information must be submitted via eRA Commons [(NIH Guide Notice NOT-OD-12-101)](https://nam05.safelinks.protection.outlook.com/?url=http%3A%2F%2Fgrants.nih.gov%2Fgrants%2Fguide%2Fnotice-files%2FNOT-OD-12-101.html&data=02%7C01%7Chilary.vansell%40vumc.org%7C953002e80674486c988b08d6c8b2847b%7Cef57503014244ed8b83c12c533d879ab%7C0%7C0%7C636917066387672985&sdata=a7kkSBaf4ry%2FjoMtzfsY7u%2FReljpGJqR0fDO4D5C244%3D&reserved=0) by **5/2/2019**.  If you are unable to submit the requested information through eRA Commons, please contact your Grants Management Specialist.  Timely submission of the above information will enable us to expedite the issuance of an award should the application be identified for funding.

Sincerely,

Grants Management Specialist



The above referenced application is being considered for funding by the National Institute of Allergy and Infectious Diseases. Please note that this request is not a guarantee of funding. Official notification of funding is only made by issuance of a Notice of Award (NoA).

The Just-In-Time information (JIT) identified below is requested:

·         Current Other Support - Provide active and pending support information for ALL individuals designated in an application as key personnel. *There is no form page for providing other support, although a sample format page is available at* [http://grants.nih.gov/grants/funding/2590/non-competing\_othersupport.pdf](https://nam12.safelinks.protection.outlook.com/?url=http%3A%2F%2Fgrants.nih.gov%2Fgrants%2Ffunding%2F2590%2Fnon-competing_othersupport.pdf&data=04%7C01%7Chilary.vansell%40vumc.org%7C10440751f53a4318fc3208d8cec1c682%7Cef57503014244ed8b83c12c533d879ab%7C0%7C0%7C637486678955503122%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=%2BiMBuleypFofyWJU1ijqq%2BtLHOp64lLnZ8yJGkstWs0%3D&reserved=0)

·         IRB approval date *(NIH does not require a copy of the IRB certification/approval).* Pending or out-of-date approvals are not acceptable. **If IRB has not met, provide anticipated meeting date.** *Information regarding the Federal Wide Assurance website:* [http://grants.nih.gov/grants/policy/hs/faqs\_aps\_assurances.htm](https://nam12.safelinks.protection.outlook.com/?url=http%3A%2F%2Fgrants.nih.gov%2Fgrants%2Fpolicy%2Fhs%2Ffaqs_aps_assurances.htm&data=04%7C01%7Chilary.vansell%40vumc.org%7C10440751f53a4318fc3208d8cec1c682%7Cef57503014244ed8b83c12c533d879ab%7C0%7C0%7C637486678955513115%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=0OCL1YVjL6dEjCwVKXFjMtiV1xoaj%2BAlju64yNLjPg0%3D&reserved=0)

·         Documentation of the required education in the Protection of Human Subject Research Participants for all senior/key personnel involved in HS research*.* Senior/key personnel include **ALL** individuals responsible for the design or conduct of the study, including senior/key personnel of consortium participants or alternate performance sites if they are participating in research that involves human subjects. *Information regarding this requirement can be found at the following website:* [http://phrp.nihtraining.com/users/login.php](https://nam12.safelinks.protection.outlook.com/?url=http%3A%2F%2Fphrp.nihtraining.com%2Fusers%2Flogin.php&data=04%7C01%7Chilary.vansell%40vumc.org%7C10440751f53a4318fc3208d8cec1c682%7Cef57503014244ed8b83c12c533d879ab%7C0%7C0%7C637486678955523109%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=Dn9N7qDvRQveq8yTf2LMjT4X7ncaPYL829CcKv55qtI%3D&reserved=0)

·         Confirmation that your institution’s Entity Identification Number (EIN) is **X.**

·         A copy of your organization’s most recent F&A rate agreement.

·         Detailed response to the Summary Statement concerns identified at the end of the Summary Statement.

·         Organization name, country, contact, and contact information for any foreign entities that will be participating on this project.

·         As you know, this application has been recommended for possible funding at a much lower funding level than was proposed. Please provide the following:

o   Updated Budget (total costs not to exceed $750,000)

§  Please provide updated pages for the grantee and each sub that will still be included in the project. You will complete the PHS 398 forms found at [https://grants.nih.gov/grants/funding/phs398/phs398.html](https://nam12.safelinks.protection.outlook.com/?url=https%3A%2F%2Fgrants.nih.gov%2Fgrants%2Ffunding%2Fphs398%2Fphs398.html&data=04%7C01%7Chilary.vansell%40vumc.org%7C10440751f53a4318fc3208d8cec1c682%7Cef57503014244ed8b83c12c533d879ab%7C0%7C0%7C637486678955533102%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=0KfQWP0HIsuY8NC9XwA8b7NVLy%2FeS98gCerffwscKdc%3D&reserved=0).

§  The graduate student compensation cap is $43,692 ([http://grants.nih.gov/grants/guide/notice-files/NOT-OD-16-062.html](https://nam12.safelinks.protection.outlook.com/?url=http%3A%2F%2Fgrants.nih.gov%2Fgrants%2Fguide%2Fnotice-files%2FNOT-OD-16-062.html&data=04%7C01%7Chilary.vansell%40vumc.org%7C10440751f53a4318fc3208d8cec1c682%7Cef57503014244ed8b83c12c533d879ab%7C0%7C0%7C637486678955533102%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=8Y5OFeWSly2Zdb5v6Xjr7OJ%2FpVH6N9JRTa2Qq5%2BC3Js%3D&reserved=0)). This includes salary, fringe and any tuition remission. If your graduate student expenses exceed this cap, we will reduce the budget accordingly.

§  The salary cap for senior personnel is $185,100 ([http://grants.nih.gov/grants/guide/notice-files/NOT-OD-16-059.html](https://nam12.safelinks.protection.outlook.com/?url=http%3A%2F%2Fgrants.nih.gov%2Fgrants%2Fguide%2Fnotice-files%2FNOT-OD-16-059.html&data=04%7C01%7Chilary.vansell%40vumc.org%7C10440751f53a4318fc3208d8cec1c682%7Cef57503014244ed8b83c12c533d879ab%7C0%7C0%7C637486678955543103%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=9GbzxLs5FXfv6kAHIMGdA3yh50Tr7BOzIuSS9X5XYjY%3D&reserved=0)). If your salary base salary for any individual exceeds this cap, we will reduce the budget accordingly.

§  At this time, we do not provide funds for escalation. If escalation is included in the out years, we will reduce the budget to remove it.

§  If costs change from year to year, please be sure to include an explanation for those changes in the budget justification section for you and your consortium partners/subawardees.

o   Updated Aims – Please complete the “Format for submitting modified Specific Aims, Project Summary/Abstract, and Public Health Relevance Statements to ICs when requested by NIH staff” - [http://grants.nih.gov/grants/funding/424/SF424\_RR\_Guide\_ModifiedScopeTemplate.doc](https://nam12.safelinks.protection.outlook.com/?url=http%3A%2F%2Fgrants.nih.gov%2Fgrants%2Ffunding%2F424%2FSF424_RR_Guide_ModifiedScopeTemplate.doc&data=04%7C01%7Chilary.vansell%40vumc.org%7C10440751f53a4318fc3208d8cec1c682%7Cef57503014244ed8b83c12c533d879ab%7C0%7C0%7C637486678955553097%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=zHuoDFckT%2BV9QuBQaHcejs98iELm%2B5I8R4pOVGlIbZY%3D&reserved=0)

This form is available at [http://grants.nih.gov/grants/funding/424/index.htm#inst](https://nam12.safelinks.protection.outlook.com/?url=http%3A%2F%2Fgrants.nih.gov%2Fgrants%2Ffunding%2F424%2Findex.htm%23inst&data=04%7C01%7Chilary.vansell%40vumc.org%7C10440751f53a4318fc3208d8cec1c682%7Cef57503014244ed8b83c12c533d879ab%7C0%7C0%7C637486678955563094%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=ONVS%2F7xIwl%2FWCDtnWgxASyN39Gfaounrf4n5bBYTh84%3D&reserved=0) in both Word and PDF format.

The requested Just In Time (JIT) information must be submitted via eRA Commons [(NIH Guide Notice NOT-OD-12-101)](https://nam12.safelinks.protection.outlook.com/?url=http%3A%2F%2Fgrants.nih.gov%2Fgrants%2Fguide%2Fnotice-files%2FNOT-OD-12-101.html&data=04%7C01%7Chilary.vansell%40vumc.org%7C10440751f53a4318fc3208d8cec1c682%7Cef57503014244ed8b83c12c533d879ab%7C0%7C0%7C637486678955563094%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=G1uFB9NN78ySF%2FV72wnl4wv0SGIR35pi08FkHPbIQ60%3D&reserved=0) as soon as possible, but no later than **April 11**. If you are unable to submit the requested information through eRA Commons, please let me know immediately. Timely submission of the above information will enable us to expedite the issuance of an award should the application be identified for funding.

As always, please don’t hesitate to contact me with any questions.

All the best,

Grants Management Specialist