

# International Disclosure Guidance (Last revised 08/27/21)

Evolving regulations involving international disclosures from Principal Investigators and other Senior/Key personnel require continued reviews of biosketches and Other Support. All items listed below are required to be disclosed to UofL (annual or supplemental form). This document is designed to assist in researchers providing proper disclosures to the National Institutes of Health (NIH) and their affiliated agencies. Please refer to the NIH guidance for [biosketch](#) and [Other Support](#) formatting.

## Disclosures Related to International (non-US) Universities, Governments, or Other International Entities

### International Appointments (active within the last three years)

Disclosure Type	Location	NIH Disclosure Items/Examples
<ul style="list-style-type: none"> <li>• Paid Appointments/Affiliations for teaching only</li> <li>• Unpaid/Unsupported Appointments or Affiliations (includes honorary)</li> </ul>	Biosketch	List date(s), appointment type, and university Example: 2011 – current Assistant Professor, Kyoto University
<ul style="list-style-type: none"> <li>• Paid Appointments/Affiliations that include support for your research endeavors</li> <li>• Unpaid Appointments/Affiliations (includes honorary) that provide resources (lab space, etc.) for your research endeavors or collaborations</li> </ul>	Biosketch & Other Support	Biosketch: List date(s), appointment type, and university Example: 2015 – 2020 Honorary Professor, Waseda University <b>AND</b> Other Support: <b>Research Support</b> Summary of Contribution: Status of Support: Primary Place of Performance: Project/Proposal Start and End Date (MM/YYYY) (if available): Person Months (Calendar/Academic/Summer) per budget period Estimated Dollar Value of Information: Overlap (summarized for each individual):

### International Contracts

Disclosure Type	Location	NIH Disclosure Items/Examples
<ul style="list-style-type: none"> <li>• Research Grants or contracts supported from an international entity (including grants/contracts through UofL)</li> <li>• Consulting that falls <i>outside</i> of an individual's appointment, separate from institution's agreement</li> <li>• Private equity funding (common with SBIR/STTR programs) supporting research</li> </ul>	Other Support	Title: Major Goals: Status of Support: Project Number: Name of PD/PI: Role on Project: Source of Support: Primary Place of Performance: Project/Proposal Start and End Date: (MM/YYYY) (if available): Total Award Amount (including Indirect Costs): Person Months (Calendar/Academic/Summer) per budget period. International Collaborations (associated with the project – see "Supported research collaborations resulting in co-authorship")
Editorial, Grant Reviewer	Biosketch	List date(s) and appointment type Example: 2012 – current Grant reviewer, Polish Academy
External Professional/Research Activity (other contracts/agreements not covered above)	Varies	Please contact COIC Office for assistance in ensuring proper disclosure. As a general rule, speaker honorariums do not need to be disclosed.

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## Additional International Support

Disclosure Type	Location	NIH Disclosure Items/Examples
<b>FOREIGN COMPONENT</b> The existence of any “significant scientific element or segment of a project” outside of the United States. This includes: <ol style="list-style-type: none"> <li>performance of work by a researcher or recipient in a foreign location, <b>whether or not</b> NIH grant funds are expended and/or</li> <li>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.</li> </ol>	<b>Prior Approval Required</b>	Contact the Office of Sponsored Program Administration for the approval process.  Foreign components for projects other than the project currently in review should be noted under the record of the Support in Other Support, add the following:  Collaborator’s name(s): Name and address of the foreign site: Brief narrative that includes description of the foreign component:
Unsupported research collaborations resulting in co-authorship	N/A	Disclosure is not required for unsupported research collaborations
Supported research collaborations resulting in co-authorship	Other Support	Under the record of the Support in Other Support, add the following: Collaborator’s name(s): Name and address of the foreign site: Brief narrative that includes description of the work that led to co-author status:
Research collaborations, no authorship	N/A	Disclosure is not required for research collaborations not resulting in co-authorship (e.g. mentorship, visiting scholar/student)
Collaborations resulting in co-authorship, but not related to research	N/A	Disclosure is not required for collaborations not related to research (e.g. textbooks, book chapters-not referencing a funding source)
In – Kind: <ul style="list-style-type: none"> <li>Gifts (if used to subsidize expenses for your research)</li> <li>In-kind or Donated Resources (Lab or Office Space, Equipment, Personnel, Scientific Supplies)</li> <li>Scientific Materials not freely available to others, received within the last 3 years, and currently in use (this includes providing materials in exchange for collaboration)</li> </ul>	Other Support	Summary of In-Kind Contribution: Status of Support: Primary Place of Performance: Project/Proposal Start and End Date (MM/YYYY) (if available): Person Months (Calendar/Academic/Summer) per budget period Estimated Dollar Value of In-Kind Information: Overlap (summarized for each individual):
Visiting faculty/scholars/scientists/postdocs or students (undergraduate and graduate)	Other Support	Summary of In-Kind Contribution: Visit Start and End Date (MM/YYYY): Source of Funding: Description of the Research Projects/Activities:
Other Additional International Activities	varies	Please contact COIC Office for assistance in ensuring proper disclosure.

### Associated Links:

[NIH Policy on Protecting U.S. Biomedical Intellectual Innovation](#)  
[NIH FAQs for Other Support and Foreign Components](#)  
[NOT-OD-21-073: Biosketch and Other Support](#)

Additional information on COI’s, including FAQ’s, policies, and disclosing requirements is available on the COIC Office website or contact us directly.