



NIH Just in Time (JIT) pre-award review – Are you prepared?

You received an email indicating you are being considered for funding, and the agency is requesting additional information. NIH calls this Just in Time or JIT for short. Should you open that bottle of champagne to celebrate being funded? Not just yet. Although this is a very good sign, this is not an indication of notice of award. When you get a request for additional information, you will be asked to respond quickly (within 3 to 7 days is not unusual). Some documents are consistently required, so preparation ahead of the request can help you gather this information quickly.

Standard information that may be requested includes:

- other support (both active and pending) for senior/key personnel
- SBIR or STTR Funding Agreement Certification
- financial questionnaire
- current Profit & Loss statement and Balance Sheet for the company

Other items that may apply to your application include:

- certification of IRB approval,
- verification of IACUC approval, and
- evidence of compliance with the education in the protection of human research participants requirement
- leasing agreement

Your Grant Management Specialist may ask for additional items so read the email carefully.

Specifically for NIH, after your grant has been scored, you may notice that a JIT link shows up for your grant in the eRA Commons. Your Signing Official will use this link to submit the requested documents; however, you need to wait and not submit until you are asked, usually this happens by email from your Grants Management Specialist.

BBCetc can assist with understanding and organizing the needed information and post-award management to ensure compliance. Complete our online [assessment form](#) to connect with a post-award consultant.