NIH Changes to Forms Required for JIT and Post-Award Management

The National Institutes of Health is implementing significant changes to grant administration that will affect the Just-in-Time (JIT) pre-award process and post-award management, particularly for changes in key personnel, and Current and Pending (Other) Support.

What's Changing?

Adoption of Common Forms for Biosketches and Current and Pending (Other) Support (Effective January 25, 2026)

Per [NOT-OD-26-018](), NIH will now require use of the standardized "Common Forms" for Biographical Sketches and Current and Pending (Other) Support documentation. These replace the traditional NIH-specific formats you've been using. The change affects all JIT requests, Research Performance Progress Reports (RPPRs), and Change in PD/PI prior approval submissions with dates on or after January 25, 2026.

New Requirements Regarding the Use of Common Forms:

1. **Use of the Common Forms in [SciENcv]() for all Sr/Key Personnel:** Effective January 25, 2026, all Sr/Key Person will be responsible for preparing and certifying their own Biosketch and Current and Pending Support documentation in their SciENcv account, and only the individual named on the form can certify these in SciENcv. This will impact the following processes:

   The JIT process: NIH will require submission of *Current and Pending (Other) Support* Common Forms from all Senior/Key Personnel on the project, completed and certified through the Science Experts Network Curriculum Vitae (SciENcv) platform.

   Change in Sr/Key Personnel during the Project: Any new Sr/Key Personnel reported in the RPPR will require the submission of the new *NIH Biographical Sketch* and *Current and Pending (Other) Support Common Forms*, completed and certified by the individual in their SciENcv account.

   Change in PD/PI Prior Approval Request: Supporting documentation for the new PD/PI will include the *NIH Biographical Sketch* and *Current and Pending (Other) Support Common Forms* prepared and certified by the new PD/PI in SciENcv.

2. **ORCID iD Mandate:** Every Sr/Key Person must obtain an ORCID iD (Open Researcher and Contributor Identifier) and link it to their eRA Commons account for SciENcv. This unique identifier will appear on all Common Forms and is required for certification.

3. **Malign Foreign Talent Recruitment Program (MFTRP) Certification:** Individuals who are currently party to a Malign Foreign Talent Recruitment Program are now ineligible to serve as a Sr/Key Person on NIH grants. Each individual identified as a senior/key person must provide individual certification on their *NIH Biographical Sketch Common Form* that they are not a party to a malign foreign talent recruitment program.

What's Different in the Forms?

Biographical Sketch Changes: The NIH Biographical Sketch will now include two components that be prepared together in the same interface in SciENcv: The **NIH Biographical Sketch Common Form** (which includes Professional Preparation (formerly, "Education/Training"), Appointments and Positions, and

Products) and the ***Biographical Sketch Supplement*** (which now includes the Personal Statement, Honors, and Contributions to Science). Here are the main changes:

- The Personal Statement has a 3,500-character limit (including spaces). Citations are no longer allowed under the Personal Statement. Cited Products must now be listed in the Common Form.
- The new "Products" section in the Common Form takes the place of the citation of "research products" that were formerly allowed under the Personal Statement and Contributions to Science. You can list up to 5 Products that are closely related to the project and up to 5 Other Significant Products highlighting Contributions to Science. Citations other than published journal articles (e.g., patents, presentations, software, etc.) are still allowable and possible to include (albeit, with a bit more difficulty).
- Honors are limited to 15 entries.
- Contributions to Science section allows 5 narratives, each with a 2,000-character limit.

Current and Pending Support Changes:

- Effort is now reported only in "person-months" (not calendar or academic/summer months).
- In-kind contributions only need to be reported if valued at $5,000 or more and requires commitment of the individual's time.
- Each project entry now requires its own "Statement of Potential Overlap."
- Supporting documentation used to be appended as a PDF following the Other Support form. It will now be uploaded in a separate field from the Current and Pending (Other) Support document when submitting via the JIT, RPPR, or Prior Approval modules.

What to do next?

- Ensure all Sr/Key Persons on the project create a SciENcv account and ORCID iD. When a new Sr/Key Person must be added to the project, help them get their eRA and SciENcv accounts set up.
- Verify everyone links their ORCID iD to their eRA Commons and SciENcv account.
- Train all Sr/Key Persons on the grant on MFTRP disclosure requirements.
- Start familiarizing you and your team with SciENcv in preparation for JIT requests or changes in Senior/Key Personnel.

For NIH SciENcv technical assistance, you can also contact the SciENcv Help Desk (7:30 AM – 5:30 PM Eastern Time, Monday through Friday except for federal holidays):

- Email the SciENcv Help Desk: NLMSciencv@mail.nih.gov
- Create a ticket: https://support.nlm.nih.gov/support/create-case/

For questions about NIH Common Form policies, requirements, or what information to include on the form (not technical issues with SciENcv), email NIH at nihosbiosketch@nih.gov.