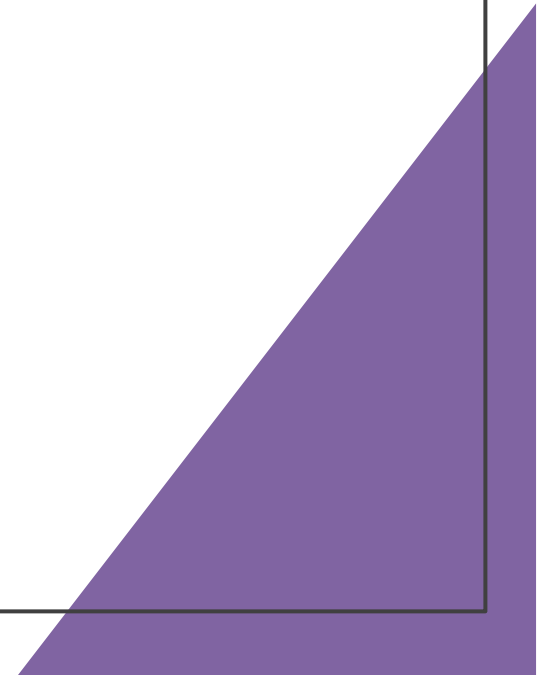


Other Support in SciENcv

Training for Investigators



Presenters

- **Jill S. Thomas**, CRA, Pre Award Assistant Director, Collaborative Grant Services (CGS)
- **Alla Arnold**, MA, CRA, Grant Manager – Pre & Post Award, Collaborative Grant Services (CGS)
- **Barbara Duncan**, PhD, Associate Director, Proposal Development Office (PDO)

Agenda

- Overview of Other Support
- Using Tableau reports for SciENCv entries
- Creating and updating Current and Pending Support documents in SciENCv
- Adding and managing delegates in SciENCv
- CGS review



What is Current and Pending (Other) Support?

- A required document listing all resources made available to an individual in support of and/or related to all of their research efforts.
 - Applies to all senior key personnel.
 - The terms Current and Pending Support and Other Support are frequently used interchangeably by Sponsors
-

Why It Matters?

- Assessment of the investigator's capacity/available effort to complete proposed projects
- Evaluation of potential conflicts of interest,
- Helps Sponsors assess potential overlap, overcommitment, and duplication of funding.
- Supports research integrity and compliance with federal mandates (e.g., NSPM-33).



When Do You Need Current and Pending (Other) Support?

- Some Sponsor's require the document at the proposal stage
 - Just-In-Time (JIT) requests.
 - Progress reports
-

What is typically included in Current and Pending Support document?

- All current and pending resources (monetary or in-kind) that support the individual's research, regardless of source or value.
- In-kind contributions $\geq$ \$5,000 with a time commitment (e.g., lab space, equipment, personnel).
- Participation in foreign government or talent programs.
- Consulting related to research.
- Externally funded students, postdocs, or scholars with time commitments.
- Startup packages from outside institutions.

What is typically NOT included in Current and Pending Support document?

- Startup packages from the applicant's own institution
- Honoraria unrelated to research
- Training awards, prizes
- Mentoring unrelated to research
- Use of core facilities or shared equipment



How do UK investigators generate Current and Pending Support document?

- Previously: Faculty used the OSPA Other Support online portal to generate their documents.
 - As of November 2024: The online portal was discontinued.
 - Starting October 1, 2025, all Other Support submissions must be prepared in SciENCv. This requirement applies to proposals, just-in-time requests, and progress reports for all sponsors.
-

Tableau Reports

- Three Tableau reports to assist investigators with Current and Pending Support entries in SciENCv.
- Reports pull data from OSPA database and SAP.
- Access tied to investigator's LinkBlue ID.
- Reports can be downloaded as Excel and shared with SciENCv delegates.
- Tableau portal doesn't currently have a delegate function. Investigators must generate and download their own reports.
- *Note:* The reports include most of the information needed for SciENCv, but due to system limitations, some data must be requested from your department business unit or CGS Grant Specialist.

Link to Tableau reports <https://analytics.uky.edu/#/workbooks/18735/views>

Contact UK IRADS to request access to Tableau portal <https://irads.uky.edu/tableau>

#1 Active, Pending, and Completed Projects Report

Provides active, pending, and completed research support information:

- Project title
- Project PI
- Award number
- Project period
- Source of Support
- Total award amount
- Major goals (if included in IAF process)

Status of Support	Account	Account Type	UKRF	Notification #	PI Name	Project Title	?
Current	30111111	Prime	202112010758	004000014139	Carter, James	Optimizing Microbial Fuel Cells for Sustai..	
	32054511	Prime with Scope	202402281101	4.00002e+09	Brooks, Terry	Investigating the Impact of Urban Heat Is.	
	32493152	Prime	202402150914	004000020893	Morgan, Lily	A Machine Learning Approach to Predicti..	
Pending	Null	N/A	202410231423	004000023169	Morgan, Lily	Assessing the Effects of Nanoplastics on ..	
			202506070658	004000025087	Morgan, Lily	Enhancing Crop Yield Through CRISPR-Ba..	
			202405171039	004000021673	Brooks, Terry	Exploring Quantum Dot Applications in N..	

Award Number	Source of Support	Primary Place of Performance for eIAF	Project Start	Project End	Major Goals	Total Pending Award	Total Award
E4305	National Science..	University of K..	05/01/2025	07/31/2025	Null	\$336,112	\$336,112
R01DA234597..	National Institut..	University of K..	03/01/2020	01/31/2026	Null	\$1,213,515	\$1,150,643
TA5889111	University of So..	University of K..	03/18/2025	02/28/2027	Major Goals..	\$1,609,869	\$354,982
Null	National Institut..	University of K..	07/01/2025	06/30/2030	This proposal takes a pro..	\$969,006	
Null	National Institut..	University of K..	04/01/2026	03/31/2028	Major Goals..	\$423,500	
Null	University of So..	University of K..	04/01/2026	03/31/2030	The primary goals of the C..	\$500,434	

#2 Person Month – Cayuse Data Report

- Displays effort for **pending proposals** submitted via Cayuse (most proposals to federal sponsors with the exception of NSF)

- Note: For non-Cayuse pending grants, contact CGS pre-/post-award specialist for pending effort information*

Name of Person	Ukrf	Project Title	Project Role	Year of Budg Period Start Date	Calendar Months	Academic Months	Summer Months
Arnold, Alla	202405171039	Exploring Quantum Dot Applications in Next-Generation Solar Cells	Co-Investigator	2023		0.9000	0.3000
				2024		0.9000	0.3000
	202410231423	Assessing the Effects of Nanoplastics on Marine Ecosystems	Co-Investigator	2023	0.2400		
				2024	0.2400		
				2025	0.2400		
				2026	0.2400		
				2027	0.2400		
	202506070658	Enhancing Crop Yield Through CRISPR-Based Genetic Modifications	Co-Investigator	2023	0.6000		
				2024	0.6000		
				2025	0.6000		
				2026	0.6000		
				2027	0.6000		

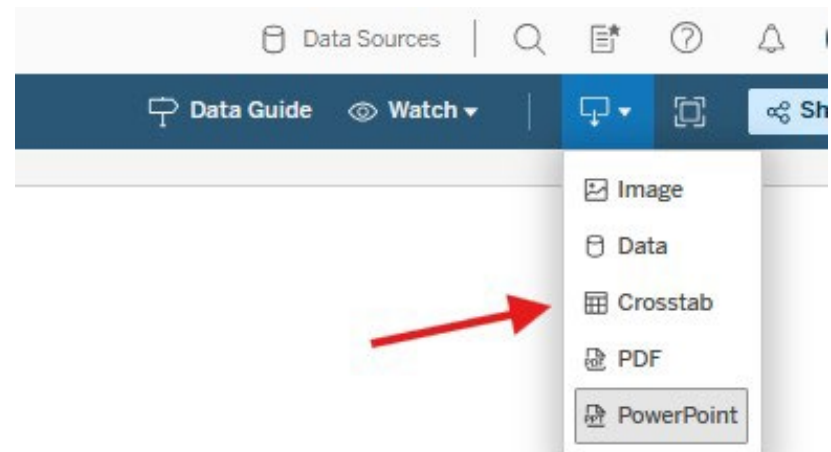
#3 Employee Cost Distribution Report

- Displays effort for **active grants**
 - Effort shown as percentage and person months
 - *Snapshot Method (UK Preferred)* - use current effort as of today; ideal when effort is consistent.
 - *Budget Period Method* - use when effort varies significantly over time. Calculate the average effort across the entire award budget period.
 - Combine direct charged and cost-shared effort. Both needs to be report in OS document
- *Note: Summer effort not included — contact department or CGS grant specialist*

Grant Number	Grant Name	Department	Project To	Wbs Element	Fund	Distribution %	9 mo term (PM)	10 mo term (PM)	12 mo term (PM)
30111111	Optimizing Microbial F.	6040	12/31/2025	00038743	0226000010	5.00%	0.450	0.500	0.600
32054511	Investigating the Impact of Urban Heat I..	7075	3/31/2026	00032137	0226000000	0.50%	0.045	0.050	0.600
					1189020055	0.50%	0.045	0.050	0.600
32493152	A Machine Learning A..	6040	9/29/2025	00037423	0226000000	8.00%	0.720	0.800	0.960
Total						14.00%	1.260	1.400	2.760

How to Download Reports in Excel

- Select 'Download' in the top right corner of Tableau report
- Choose 'Crosstab' to export information in Microsoft Excel format



Creating Current and Pending Support Document in SciENcv

Step-by-step guide to generate your SciENcv Other Support document

What is SciENcv

- SciENcv - **S**cience **E**xperts **N**etwork
Curriculum **V**itae
- SciENcv is an electronic researcher profile system that helps assemble professional information needed for participation in federally funded research.

SciENCv Website

Go to MyNCBI

<https://www.ncbi.nlm.nih.gov/myncbi/>

Or

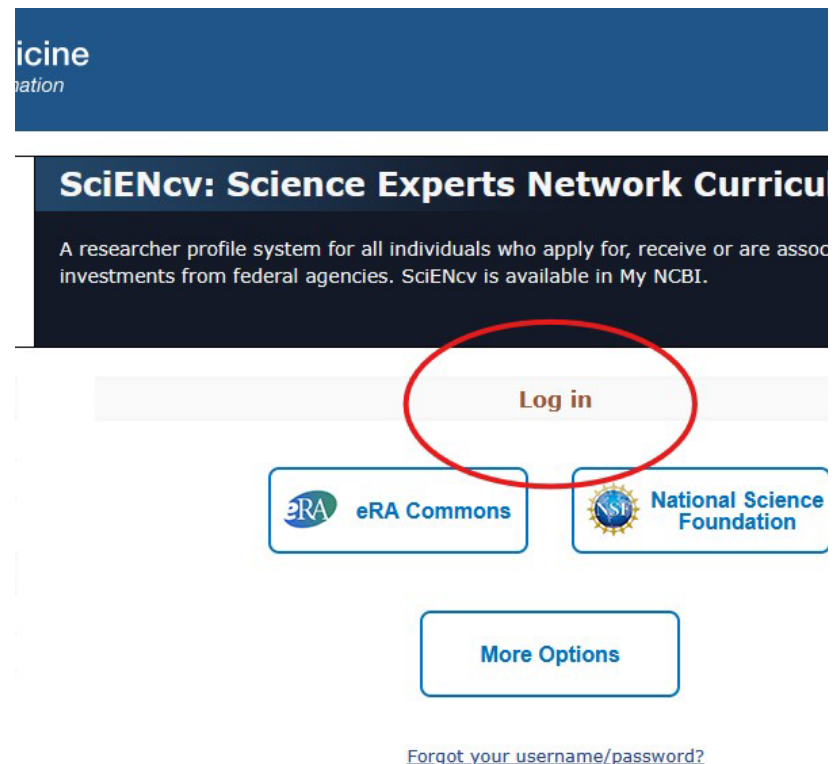
Go to SciENCv directly

<https://www.ncbi.nlm.nih.gov/sciencv/>

Log in with **eRA Commons** or **Research.gov** credentials*

**Contact CGS at*
collaborativegrantservices@uky.edu

*if you do not have eRA Commons or
Research.gov accounts*



Step 1: Start a New Document

- SciENCv landing page
- Click the “+ NEW DOCUMENT” button to begin

[MY NCBI](#) > SCIENCv

SciENCv

My Profile [Edit](#)

User profile has not yet been set up.

Helpful Links

[About SciENCv](#)
[How to Use SciENCv](#)

My Documents

[+ NEW DOCUMENT](#)

Last Updated ↓	Title	Format	Delete
8/3/25	NSF Other Support	NSF Current and Pending (Other) Support	
11/15/24	NIH Other Support	NSF Current and Pending (Other) Support	
10/22/20	NIH biosketch test	Old NIH Biosketch	

Step 2: Select Document Type

Create a New Document

Asterisks (*) indicate required fields.

Document Name *

Document type *

Data source *

- ☐ Use an external source
- ☐ Use an existing document in SciENCv
- ☐ Upload an XML file
- ☐ Start with a blank document

CANCEL

CREATE

Create a New Document

Asterisks (*) indicate required fields.

Document Name *

Document type *

NIH Biosketch
NIH Fellowship Biosketch
NSF Biographical Sketch
NSF Current and Pending (Other) Support
IES Biosketch

CANCEL

CREATE

- Name the document
- Choose 'NSF Current and Pending Support' from the document type options. *Note: Make this selection for all sponsors*
- Choose to start with a blank or existing document.
- Click 'Create' to proceed

**Pro Tip: include the date in the document name*

Identifying Information, Organization and Location

Asterisks (*) indicate required fields.

Title *

This field is required.

First Name *

Middle Name

Last Name *

Position Title *

Name of Organization *

City *

Country *

State/Province *

Start Year *

End Year

yyyy

yyyy

Leave blank for present

[Click here to link your ORCID iD](#)

CANCEL

SAVE

Step 3: Fill in Personal Information

- Enter your name, organization*, and professional details.

***Name of Organization** – University of Kentucky Research Foundation

Step 4: Add Projects

- Select **Add Proposal/Active Project** to open the form.
- Complete the form with details such as title, status, place of performance, project period, sponsor, funding amount, time commitment, major goals and overlap

Proposal/Active Project

Asterisks (*) indicate required fields.

Proposal/Active Project Title *	
Status of Support *	
☐ Current ☐ Pending	
Proposal/Active Award Number (if availa...	Source of Support *
Primary Place of Performance *	Total Anticipated Proposal/Project Amo... ⁱ
Enter as USD. (Include Indirect Costs)	
Proposal/Active Project Start Date * mm/yyyy	Proposal/Active Project End Date * mm/yyyy
Person-Month(s) (or Partial Person-Months) Per Year Devoted to the Proposal/Active Project ⁱ	
Year * yyyy	Person Months * ⁱ

[+ ADD YEAR](#)

Overall Objectives *

Statement of Potential Overlap * ⁱ

Step 4 (Continued): Completing Proposal/Active Project Form

Title - found in Active, Pending, and Completed Projects report

Proposal/Active Project

Asterisks (*) indicate required fields.

Proposal/Active Project Title *

Status of Support *

☐ Current ☐ Pending

Proposal/Active Award Number (if availa...

Source of Support *

Primary Place of Performance *

Total Anticipated Proposal/Project Amo...

Enter as USD. (Include Indirect Costs)

Proposal/Active Project Start Date *

 mm/yyyy

Proposal/Active Project End Date *

 mm/yyyy

Award Number - found in Active, Pending, and Completed Projects report

Source of Support - found in Active, Pending, and Completed Projects report

Place of Performance - found in Active, Pending, and Completed Projects report

Total Amount (including indirects) - total awarded or pending amounts found in Active, Pending, and Completed Projects report

Project Period: Proposed or approved project period found in Active, Pending, and Completed Projects report.

Step 4 (Continued): Completing Proposal/Active Project Form

Person-Month(s) (or Partial Person-Months) Per Year Devoted to the Proposal/Active Project 

Year *  yyyy Enter the correct date format (YYYY)	Person Months *  Months should be a numerical value that does not exceed 12 (with optional 2 decimal places).	
Year *  yyyy Enter the correct date format (YYYY)	Person Months *  Months should be a numerical value that does not exceed 12 (with optional 2 decimal places).	
Year *  yyyy Enter the correct date format (YYYY)	Person Months *  Months should be a numerical value that does not exceed 12 (with optional 2 decimal places).	

[+ ADD YEAR](#)

Budget Year:

Active awards - enter current and future years

Pending awards - enter proposed years

How to Calculate Person Months:

Snapshot Method (UK Preferred) - use current effort as of today; ideal when effort is consistent.*

Budget Period Method - use when effort varies significantly over time. Calculate the average effort across the entire award budget period.*

*contact your department or CGS for assistance to calculate summer effort

Effort:

Active grants - use Employee Cost Distribution report

Pending grants (Cayuse) - use the Proposed Effort – Cayuse Data report.

Pending grants (non-Cayuse) - contact CGS.

Summer effort – for assistance, contact your department or CGS.

Step 4 (Continued): Completing Proposal/Active Project Form

Overall Objectives –
major goals found in
Active, Pending, and
Completed Projects
report (if available)

Overall Objectives *

Statement of Potential Overlap *



**Statement of
Potential Overlap** –
list proposals/awards
which may overlap
with this project in
scope, budget, or
effort

Step 4 (Continued): In-Kind Contribution

- Resources or contributions from external sources provided to a researcher that are not monetary but still support their research efforts. These can include office or laboratory space, equipment, supplies, or even personnel (employees or students). Provide reasonable estimates if exact value or time is unknown.
- Do not include prizes or gifts.

**SciENcv doesn't currently have an option to upload attachments*

In-Kind Contribution

Asterisks (*) indicate required fields.

Summary of In-Kind Contribution *

Ex: Office, laboratory space, students, etc.

Status of Support *

☐ Current ☐ Pending

Source of Support *

U.S. Dollar Value of In-Kind Contribution *

Enter as USD. (Include Indirect Costs)

Receipt (or Anticipated Receipt) Date of Contribution *

 mm/yyyy

Person-Month(s) (or Partial Person-Months) Per Year Devoted to the In-Kind Contribution 

Year *

 yyyy

Person Months *

[+ ADD YEAR](#)

Overall Objectives *

Statement of Potential Overlap *

Step 5: Certification

- After generating the Current and Pending Support document, the PI must certify the document.
- Certification confirms that all information is accurate, complete, and current.
- Only the PI can certify; delegates may prepare but cannot certify the document.
- Certification occurs by clicking the “Certify” button in SciENCv.
- Once certified, the document can be downloaded in PDF.

Certification

I certify that the information provided is current, accurate, and complete. This includes but is not limited to current, pending, and other support (both foreign and domestic) as defined in 42 U.S.C. § 6605.

I also certify that, at the time of submission, I am not a party to a [malign foreign talent recruitment program](#).

Misrepresentations and/or omissions may be subject to prosecution and liability pursuant to, but not limited to, 18 U.S.C. §§ 287, 1001, 1031 and 31 U.S.C. §§ 3729-3733 and 3802.

CANCEL

CERTIFY

Current and Pending Support Output

Effective 05/20/2024

NSF C&P(O)S

OMB-3145-0279

CURRENT AND PENDING (OTHER) SUPPORT INFORMATION

Provide the following information for the Senior/key personnel and other significant contributors.
Follow this format for each person.

*NAME: Duncan, Barbara

PERSISTENT IDENTIFIER (PID) OF THE SENIOR/KEY PERSON: <https://orcid.org/0000-0002-9484-1227>

*POSITION TITLE: Associate Director

*ORGANIZATION AND LOCATION: University of Kentucky, Lexington, Kentucky, United States

Proposals/Active Projects

*Proposal/Active Project Title: Testing the C and P System

*Status of Support: Current

Proposal/Award Number: R01HD522034

*Source of Support: NIH

*Primary Place of Performance: University of Kentucky

*Proposal/Active Project Start Date: (MM/YYYY): 12/2023

*Proposal/Active Project End Date: (MM/YYYY): 12/2025

*Total Anticipated Proposal/Project Amount: \$1,000,000

* Person Months per budget period Devoted to the Proposal/Active Project:

Year	Person Months
2023	1.2
2024	1.2
2025	1.2

*Overall Objectives: To test the system.

*Statement of Potential Overlap: No overlap.

Updating SciENCv Other Support Documents

Create a New Document

Asterisks (*) indicate required fields.

Document Name *

Document type *

Data source *

☐ Use an external source

☒ Use an existing document in SciENCv

Document *

NSF Other Support

☐ Upload an XML file

☐ Start with a blank document

CANCEL

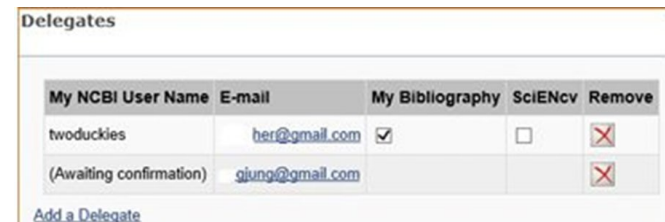
CREATE

- Entries are saved in SciENCv and can be reused or updated as needed.

**Pro Tip: include the date in the document name*

Adding Delegates to SciENcv

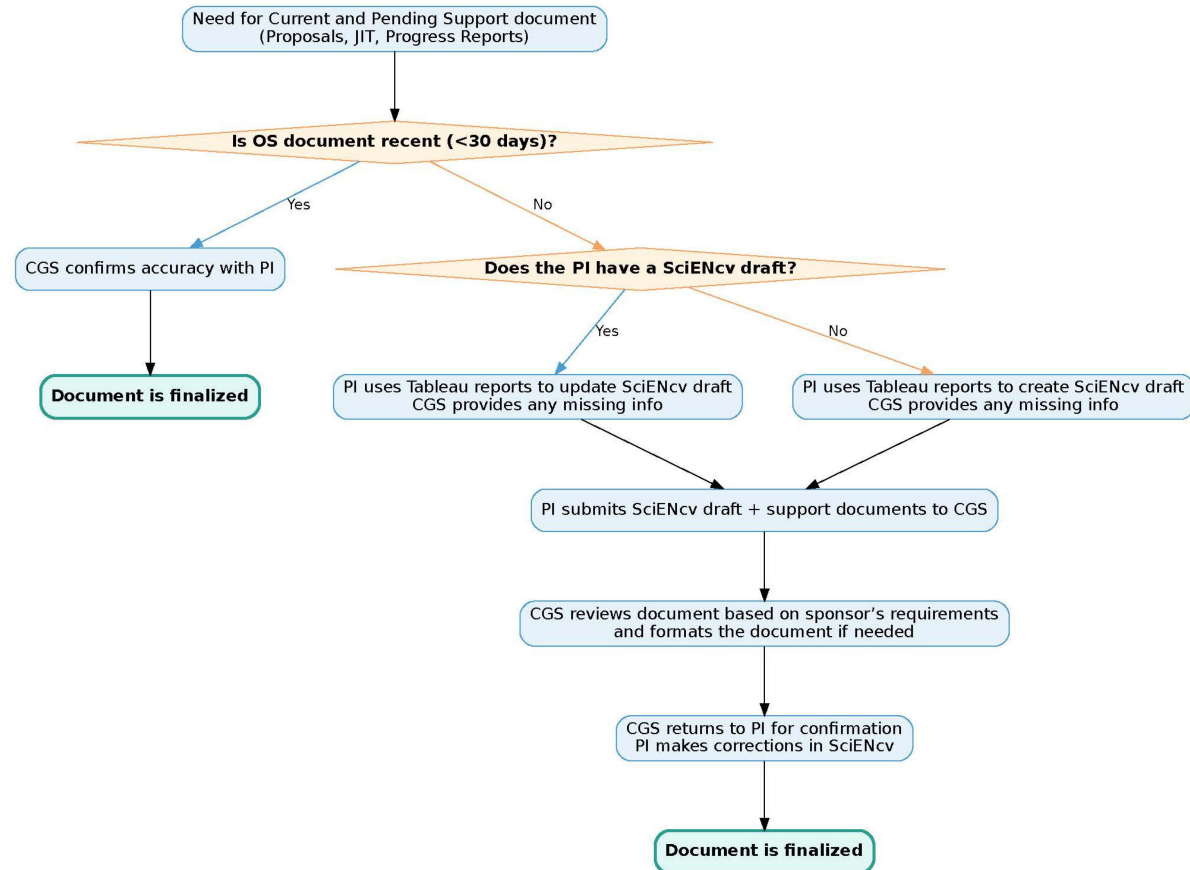
- My NCBI users can grant access to **delegates** to view and manage their SciENcv documents.
- Delegates can create, modify, or delete information in the account they are granted access to.
- To add a delegate:
 - Go to Account Settings → Delegates section.
- The Delegates section displays all users with access to your My Bibliography and/or SciENcv.
- Options available:
 - Add new delegate
 - Remove delegate
 - Modify access permissions
- For more details, see [Adding and Removing Delegates](#).



My NCBI User Name	E-mail	My Bibliography	SciENcv	Remove
twoduckies	her@gmail.com	☒	☐	
(Awaiting confirmation)	giung@gmail.com	☐	☐	

[Add a Delegate](#)

Anyone with eRA Commons ID can be added as a delegate in SciENcv. **CGS Grant Specialists can't serve in delegates role because they review Other Support document and can't both enter and review the information.*



CGS Review of Other Support Document

- Compliance with sponsor requirements and format
- Accuracy of SciENCv data against Tableau reports
- Inclusion of required supporting documents not in SciENCv (e.g., foreign contracts/appointments)
- Correct effort levels within appointment limits
- Overlap explanations when applicable



Other Support Submission Timeline

- Other Support requests for JITs and Annual Progress Reports must be submitted to CGS no **later than 7 business days** before the Sponsor deadline.
 - When proposal guidelines require Other Support documents, a draft should be submitted to CGS no **later than 15 business days** before the Sponsor deadline.
 - The request should include a draft from **SciENCv**
-

THANK YOU

QUESTIONS?

SUGGESTIONS?

collaborativegrantservices@uky.edu