NIH Common Forms Implementation

Q&A Responses – January 6, 2026 – RAISE Session

This document provides responses to questions posed at the January 6, 2026, RAISE session.

Questions on NIH Common Forms in SciENcv

Q: Could you please clarify how the "products" should be referenced in the "Contributions to Science" section (if they are referenced at all)?
A: *The Contributions to Science section no longer allows citations. Applicants may describe up to 5 narrative contributions, with each narrative limited to 2,000 characters. Within these narratives, applicants may refer to relevant products (e.g., publications) that are listed in the Other Significant Products section of the NIH Biosketch Common Form; however, full citations should not be included in the Contributions to Science section.*

Q: Some faculty believe that their trainees do not need to list the faculty grants on trainee OS if the trainee is receiving effort support from the faculty grant. They think trainees only need to list awards where the trainee themselves is the PI. Can you speak to this forum so that the matter is clarified?
A: *Trainees completing Other Support pages must follow the same NIH policy on Other Support, regardless of whether they are the PI. This means that if a trainee's effort is supported by a faculty grant, that grant must be listed, even though the trainee is not the named PI.*

Q: Where do we get our eRA Commons Person ID #? I only use my username.
A: Once your eRA commons ID is linked with ORCiD and SciENcv, the Person ID # will automatically generate on the Commons Forms. Applicants do not need to locate this and manually enter. However, you can locate your Person ID number by logging into your eRA Commons Account and navigating to your Personal Profile. The Person ID will appear on the left-hand side of the page.

Q: Are we expecting faculty to transfer their Bios to the new format and upkeep their records in SciENcv?
A: *Expectations will vary by department and individual faculty practices. Faculty may choose to manage their biosketches directly in SciENcv, or they may delegate this work to an administrator by granting delegate access. Administrators should coordinate closely with their assigned faculty to understand preferences, confirm responsibilities, and ensure delegate access is granted when needed. Please note that regardless of who prepares the biosketch, faculty are required to review and certify each Common Form before it can be downloaded by a delegate and submitted as part of an application or action item.*

Q: How would an admin know what products and appointment/honors faculty want to

include?
A: *Administrators must coordinate closely with their assigned faculty to verify the information they'd like included within the biosketch for a given application or action item.*

Q: Is there a period in which the certification is valid or do they need to certify each time we submit an application?
A: *The PI must certify each of the Common Forms created and/or edited before they can be downloaded into a PDF to use in an application and/or action item.*

Q: Can we still list grants in the in the Personal Statement?
A: *Yes, ongoing and completed research projects from the past three years may be referenced in that section if it is helpful to describe why the person is well-suited for their role in the project. Please note that direct citations cannot be included in the Personal Statement. This section is intended to provide a narrative summary of the individual's qualifications and experience. It may reference up to 5 cited products that are listed separately in the Products section of the Biosketch Common Forms. Please note that the Personal Statement is limited to 3,500 characters.*

Q: Is there room on Other Support for additional remarks like effort management plans?
A: *This must be addressed in the Overlap section of each entry on the Other Support page, and it is a required entry for each active/pending project listed.*

Q: It was mentioned that NIH will allow the older format for Biosketches with February applications. How will those PIs certify RST training for those applications?
A: This is incorrect. *The NIH Biosketch Common Forms* ***must be utilized beginning January 25, 2026.*** *While the NIH may grant leniency for applications due on January 25th due to the size and complexity of that deadline, errors will be generated for all applications due* ***on or after February 5, 2026,*** *if SciENcv is not utilized to generate the Common Forms. This means the application will not be submitted.*

Q: In eRA Commons, where do you check to confirm that MyNCBI, SciENcv, and ORCID ID are linked?
A: *Log-in to your eRA Commons account and go to the Personal Profile tab. There you will see your linked ORCiD status. Log into NCBI using your eRA Commons credentials, navigate to your Dashboard to find the SciENcv section and click Manage SciENcv to confirm eRA Commons ID and ORCiD are linked.*

Q: Is there a timeline for when the NIH biosketch Supplement Form will be available on the platform?
A: *The Biosketch Supplement Form is available within the main NIH Biosketch Common Form. Initially, it was two separate forms within the drop-down menu in SciENcv but has since been merged into one.*

Q: Is the flattened PDF rule out the door now with these Common Forms? Should we

expect that this will jive okay with the InfoEd error checks?
A: *Do* ***not*** *flatten the PDF once it is generated from SciENcv. Flattening could break the digital certification that is required. InfoEd error checks generate from the same eRA Commons validations, so it should not cause an issue. NIH is expected to update their validations in accordance with the new process.*

Q: Is the (biosketch) supplement also in the drop-down, or is it found as an addition within the biosketch common form?
A: *The Biosketch Supplement Form is available within the main NIH Biosketch Common Form. Initially, it was two separate forms within the drop-down menu in SciENcv but has since been merged into one.*

Q: Will we (grants managers) see the Biosketches/OS on the face page on SciENcv once the PI's add them as delegates?
A: When delegates log in to their NCBI account, the homepage will show the SciENcv tile at the bottom right corner. All investigators that have granted you delegate access will be visible here. Once you click on an investigator's name, you'll be brought to their dashboard and can see all relevant documents that have been created in SciENcv.

Q: If submitted to someone other than NIH, but sponsor requires NIH forms, will this be the only way to generate them?
A: *This will ultimately depend on sponsor specific guidance. Some may continue to allow usage of the prior word template of the NIH Biosketch where others may require that the Common Forms are created and downloaded in SciENcv. If guidance from a given sponsor is unclear, please reach out to your assigned Grants Specialist in OSRA and we will do our best to seek clarity from the sponsor.*

Questions on NIH Research Security Training Requirements

Q: Is RST (Research Security Training) required for co-investigators outside of WCM?
A: *Yes, RST is required for all named senior/key personnel on a federally funded proposal or active project. External key personnel will need to follow their institution's processes for completing RST.*

Q: Should we do the RST (Research Security Training) multiple times/year every time we submit an application?
A: *RST must be recertified every 12 months.*

Q: Is the RST training just a video to watch or is it an interactive training like RCR?
A: *It is an interactive training*

Q: I think the export control office circulated guidance to NSF investigators for how to

enroll themselves in the RST course. Should we use that to instruct the faculty for NIH purposes?
A: *The Export Controls Office will be sending a memo to the entire research community shortly, but the memo for NSF investigators can be utilized as instructions are the same.*

Q: Are postdocs applying as PI able to receive RST enrollment instructions? And where can we point them to these instructions?
A: *Yes, a memo with guidance will be going out to the entire research community.*

Q: Is WRG the only way to access or can we access through the WCM CITI site directly?
A: *The training should be accessed through WRG for record retention. If previously taken through CITI, we can pull the record over on the back end.*

Q: On the CITI program what is the name of the (RST) course? As a graduate student I have several that populated, which ones are required?
A: *Research Security Training (Combined Course)*

Q: For RPPR preparation, if we manage a cohort of T32 trainees, is there a way for us to view to check RST training compliance for a cohort of trainees?
A: *Yes, the WRG team can pull a compliance report if CWIDs for trainees are provided.*