Research Administration Practices (RAP) Sessions

SciENcv and ORCID: Biosketch and Current & Pending (Other Support)

July 13, 2023
SciENcv & ORCID drop-in assistance

Research Administration Drop-In: Monday, 24th at 1:00pm (Join on Zoom).

• Bring your SciENcv, NSF & NIH disclosure, and ORCID questions;
• Our presenters and RA Support will join
• Share your screen if you have any issues and will try to resolve
• Additional Research Administration questions are welcome. (Join on Zoom).
Agenda

RAP Sessions: Targeted skills based educational offerings open to the Research Administration community at MIT. Information gathered and shared with attendees can be taken back to their desks and applied immediately.

• Introductions
• Disclosure Requirements & Standardization Forms; Utilize Digital Persistent Identifiers (PID)
• NIH & NSF: SciENcv (NSF mandate Oct-23-2023) and ORCID
• ORCID
• SciENcv: Create an account, Link external sources, Delegate, NSF Certification
• Questions/Help
Introductions

• Courtney Bensey, Assistant Director & Consortia Lead, RAS; NSF Lead Liaison
• Bernadette Vallely, Manager, RAS; NIH Lead Liaison
• Roberta Pizzinato, Financial Officer, Civil and Environmental Engineering (CEE)
• Sadie Roosa, Repository Services Strategist, MIT Libraries; ORCID support
• Lili Zhu, Senior Financial Coordinator, Civil and Environmental Engineering (CEE)
• Jillian Rabelo, Financial Officer, Civil and Environmental Engineering (CEE)
• Jennifer Amaya, Senior Financial Assistant, Civil and Environmental Engineering (CEE)
• Carole Trainor, Senior Research Administration Support and Education Specialist, VPR

Special thank you to Professor Benedetto Marelli
National Security Presidential Memorandum 33 (NSPM-33): 5 Key Areas of Focus

- Researcher Disclosure Requirements and Standardization
- Use of Digital Persistent Identifiers (DPIs)
- Appropriate consequences for disclosure violations
- Information about violators across Agencies, consistent with applicable laws
- Research Security Programs at Federally Funded Institutions
Digital Persistent Identifier (DPI)

Federal research funding agencies are directed to

• Incorporate persistent identifiers (PIDs) into their electronic systems and grant and cooperative agreement application and disclosure processes
  • Agency integration into grant management systems and SciENcv
  • Agencies may require PIDs as NIH has for research training, fellowship, education, and career development awards since FY2020
  • ORCID is the PID for individuals/researchers that meets federal requirements (e.g., non-proprietary).
  • Some agencies, such as NIH and NSF, will specify use of ORCID (use is strongly encouraged).

• Allow, not require, information via a PID service
  • Researchers can choose whether to make information available through their PID profile/record, such as ORCID.
NSF: SciENcv required as of October 23, 2023

• Mandate use of SciENcv for preparation of the Biographical Sketch and Current and Pending (Other) Support will go into effect for new proposals submitted or due on or after October 23, 2023.

• NSF Research.gov will validate uploaded files and not accept prior versions (e.g., PDFs not created by SciENcv).

• SciENcv will include requisite certification from Section 223 of the National Defense Authorization Act for FY21, regarding information being accurate, current and complete. Certification is required by senior person to download SciENcv documents.
RAS: NSF Disclosure Guidance

Accessibile from the RAS website:
Grant and Contract Administration > Sponsor Information > NSF National Science Foundation > Disclosure Guidance

VPR/RAS NSF MIT-Specific Guidance

Proposal Prep Checklists
PDF check list may be easily downloaded from the RAS website and shared with PI and other Senior/Key Personnel.

NSF document content and format:
• Biographical Sketch
• Current and Pending (Other) Support
• NSF Pre-award and Post-award Disclosures table: identifies where information on types of activities must be provided in proposals and in project reports.
# NSF Pre-award and Post-award Disclosures

**NSF Pre-award and Post-award Disclosures**  
**Relating to the Biographical Sketch and Current and Pending (Other) Support**  
**January 30, 2023**

<table>
<thead>
<tr>
<th>Type of Activity</th>
<th>Biographical Sketch</th>
<th>Current &amp; Pending (Other) Support</th>
<th>Facilities, Equipment &amp; Other Resources</th>
<th>Project Reports</th>
<th>Post-Award Information Term &amp; Condition</th>
<th>Disclosure Not Required</th>
</tr>
</thead>
<tbody>
<tr>
<td>All projects (including this project) currently under consideration from whatever source, and all ongoing projects, irrespective of whether support is provided through the proposing organization, another organization or directly to the individual and regardless of whether or not they have monetary value (e.g., even if the support received are in-kind contributions such as office/labatory space, equipment, supplies, or employees)</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td></td>
</tr>
<tr>
<td>In-kind contributions that support the research activity for use on the project/proposal being proposed</td>
<td></td>
<td>✔</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>In-kind contributions not intended for use on the project/proposal being proposed and have an associated time commitment</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td></td>
</tr>
<tr>
<td>Recently completed support or support that has ended</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>✔</td>
<td></td>
</tr>
</tbody>
</table>
NIH: SciENcv option for Biosketch

• NIH requires use of Word template or SciENcv to create a Biosketch. A flattened PDF is required for submission.

• SciENcv has both the required formats for NIH Biosketch and NIH Fellowship Biosketch

• NIH does not yet have a SciENcv option for Other Support documents but has been working with OSTP and NSF to align on a format.

• NIH requires ORCID for Training Grants (Ts), Fellowships (Fs), Career Development (Ks) and strongly encourages ORCID for others.
RAS: NIH Disclosure Guidance

National Institutes of Health Disclosure Guidance

Last updated: March 9, 2022

NIH requires the disclosure of biographical, other support and foreign component information as part of the grant application process and, as requested, in post-award progress reports. The information below summarizes key NIH disclosure requirements and provides links to more detailed information.

Effective January 25, 2022:

- Supporting documentation for outside contracts, agreements and other working arrangements with foreign entities must be submitted with Other Support. See “Supporting Documentation” in the Other Support section below for instructions on how to comply with these requirements at MIT.
- The new FORMS-G for Other Support has an added signature block for the PI/KP to certify the accuracy of the information submitted. Each form must be electronically signed by the PI/KP and submitted as a flattened PDF. Electronic signatures can be generated using DocuSign or Adobe Pro DC (requires external license); wet signatures and image files are not acceptable. RA Support has prepared instructions for preparing and flattening PDF attachments.

Biographical Sketch

What to Disclose

The biographical sketch (biosketch) provides an opportunity for each senior/key person listed in an NIH grant application to describe why they are well-suited for their role(s) in the project. All senior/key personnel are required to provide biosketches. Senior/Key personnel includes Investigators, Other Significant Contributors (OSC), plus could include consultants and technical staff if they meet the definition of senior/key personnel. Senior/Key personnel do not necessarily need to be paid from the grant, but they do require effort. The only exception is the role of OSC, they do not need to commit effort by definition of that particular role. OSCs should also certify in the MIT Kuali Coeus (KC) system. Required information in the biosketch may vary depending on the solicitation type, so please review the solicita-

MIT Resources and Tools

- NIH: Disclosure and Reporting Requirements Training (training for MIT researchers – requires MIT certificate) – January 25, 2022
- MIT External Contract Depository (requires MIT certificate)
- Awards and Pending Proposals Report (requires MIT certificate and KC role)
- VPSECNIH Checklist and Preparation Guides
- NIH Disclosure Guidance Checklist [PDF] – October 6, 2022
- NIH and Federal Resources
- NIH Grants Policy
PDF check list may be easily downloaded from the RAS website and shared with PI and other Senior/Key Personnel

NIH Biosketch Format Pages, Instructions and Samples

NIH Other Support Format Pages, Instructions and Samples

NIH Pre-award and Post-award Disclosures Relating to the Biographical Sketch and Other Support
### NIH Pre-award and Post-award Disclosures Relating to the Biographical Sketch and Other Support

<table>
<thead>
<tr>
<th>Type of Activity</th>
<th>Biographical Sketch</th>
<th>Other Support</th>
<th>Annual Project Reports</th>
<th>Post-Award Information Terms &amp; Condition</th>
<th>Disclosure Not Required</th>
</tr>
</thead>
<tbody>
<tr>
<td>Professional preparation (e.g., educational degrees)</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Organizational Affiliations and Appointments</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Academic, professional, or institutional appointments, whether or not remuneration is received, and whether full-time, part-time, or voluntary</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>All projects currently under consideration from whatever source, and all ongoing projects, irrespective of whether support is provided through the proposing organization, another organization or directly to the individual, and regardless of whether or not they have monetary value (e.g., even if the support received is in-kind such as office/laboratory space, equipment, supplies, or employees.)</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Recently completed support or support that has ended</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Current or pending participation in, or applications to, programs sponsored by foreign governments, instrumentalities, or entities, including foreign government-sponsored talent recruitment programs</td>
<td>X (Appropriate placement may be contract-dependent)</td>
<td>X (Appropriate placement may be contract-dependent)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>In-kind contributions not intended for use on the project/proposal being proposed</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Visiting Scholars in Labs funded by an external entity</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Students and postdoctoral researchers funded by an external entity</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Consulting that falls outside of an individual’s appointment; separate from institution’s agreement</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Consulting that is considered part of an individual’s appointment/agreement with their home institution (e.g., a PI at their home institution)</td>
<td></td>
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</tr>
</tbody>
</table>
Open Researcher & Contributor ID (ORCID)

Although optional, NSF and NIH strongly encourage use of ORCID. Use of an ORCID ID can help reduce the administrative burden associated with preparation of their biographical sketch in SciENcv.

ORCID is a registry of unique researcher identifiers and a method of linking research-related items, such as articles and datasets, to these identifiers.

MIT Libraries provides support for ORCID registration

MIT Researchers

https://libguides.mit.edu/authorids
ORCID @ MIT Information

ORCID & author identifiers: Link your name & your research: Home

What are author identifiers?

Author identifiers, such as ORCIDs, give you a way to reliably and unambiguously connect your names(e) with your work throughout your career, including your papers, data, biographical information, etc. This can be helpful in a number of ways:

- Provides a means to distinguish between you and other authors with identical or similar names.
- Links together all of your works even if you have used different names over the course of your career.
- Makes it easy for others (grant funders, other researchers etc.) to find your research output.
- Ensures that your work is clearly attributed to you.

ORCID IDs at MIT

ORCID at MIT takes a coordinated approach:

- IS&T: Supports ORCID registration and integration with MIT identifier systems
- Provost office: responsible for ORCID integration with MIT’s electronic professional record for faculty and researchers
- Libraries: Support research, writing, publishing, and citation management

For more information about the past 2015 rollout see this article in the Faculty Newsletter.

MIT Libraries Guide
ORCID registration and integration at MIT.

Email orcid@mit.edu for questions or help.

Research Administration Practices (RAP) Sessions - SciENcv and ORCID
ORCID Benefits for Researchers

ORCID provides you a unique and persistent personal identifier

✓ ensure your work is discoverable and connected to you throughout your career.

✓ eliminate name ambiguity, distinguishing you from other researchers and ensuring proper attribution.

✓ minimize the time you spend entering repetitive data online; allow trusted organizations to add your research information to your ORCID record

✓ manage your research impact by controlling information shared in your ORCID.

✓ enhance grant applications, renewals, progress reports to major funders, publishers, societies, and research organizations that strongly encourage or require ORCID.
Challenges using author names to identify individuals

• Most names are not unique.
  • Many people have the same name.
  • Names change from marriage, divorce, gender transition, religious conversion, or other circumstances.
• People use different versions of their name during their career.
• Individuals use different alphabets, abbreviations, or naming conventions.
• Researchers are mobile.

Eliminate name ambiguity

An illustrative example: Jens Åge Smærup Sørensen
Using author names to identify individuals


cbi.nlm.nih.gov/pubmed/26799652

Guidelines for the use and interpretation of assays for monitoring autophagy (3rd edition)

ORCID at MIT: Create an ORCID ID

Welcome, Carole Trainor

Your Kerberos username is TRAINOR, and your MIT Email address is trainor@mit.edu.

ORCID identifiers known to MIT:

You have no ORCID identifiers linked to your MIT records.

Actions available to you:

<table>
<thead>
<tr>
<th>Description of action</th>
<th>Perform action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Get started with an ORCID identifier by clicking “Create an ORCID ID now”.</td>
<td>![Create an ORCID ID now]</td>
</tr>
<tr>
<td>If you already have an ORCID identifier, click “Link an ORCID ID to my MIT records” to link it to your records.</td>
<td>![Link an ORCID ID to my MIT records]</td>
</tr>
</tbody>
</table>

What is ORCID at MIT? / Libraries Guide to author iD's / For questions or feedback, send email to orcid-admin@mit.edu

By clicking the “Create an ORCID ID now” button below, the system will sign you into https://orcid.org. An ORCID identifier will be created for you if one doesn’t exist.

More specifically, the following will occur:

- An ORCID identifier will be either created for you or your existing ORCID identifier will be retrieved once you log into https://orcid.org.
- Your first and last name will be set in the ORCID record, along with your Email address trainor@mit.edu.
- Your 19-character ORCID identifier will be linked to your MIT record.
- You will be able to connect to the web site https://orcid.org to change or add information to your record. You will be able to return to the https://orcid.org web site to update your publications and research activities in the future.

![Create an ORCID ID now] Cancel

Back to main Researcher's Page
Create your ORCID ID

Research Administration Practices (RAP) Sessions - SciENcv and ORCID
Authorize MIT as a trusted organization to ‘Get your ORCID ID’
Build your ORCID Record

ORCID, which stands for Open Researcher and Contributor ID, is a free, unique, persistent identifier (PID) for individuals to use as they engage in research, scholarship, and innovation activities. We provide ORCID to researchers free of charge so that we may realize our vision of connecting all who participate in research, scholarship, and innovation are uniquely identified and connected to their contributions across disciplines, borders, and time.

View methods for populating the sections of your ORCID (video will begin at the section)


Why get an ORCID?
Learn how ORCID can help you spend more time conducting your research and less time managing it.

Optimize your ORCID
Ensure your ORCID is connected so you can easily share your data between your record and an increasing number of funders, publishers, data repositories, and other research workflows.

Get help with your ORCID
Having issues with signing in? Need some help with connecting your work? We can help!

Research Administration Practices (RAP) Sessions - SciENcv and ORCID
MIT ePR (electronic Professional Record)

Those with an MIT electronic Professional Record (ePR) at epr.mit.edu may want to use it as source to copy/paste information to a new ORCID account.
ORCID Trusted individuals (Proxy/Delegate)

• MIT Administrators must have their own ORCID ID to be assigned proxy role
• Proxy/Delegate authorization is for selected Trusted Individuals granted permission to update your ORCID record.

<table>
<thead>
<tr>
<th>Name</th>
<th>ORCID ID</th>
<th>Access granted</th>
<th>Revoke</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jennifer Amaya</td>
<td>0000-0002-4129-8697</td>
<td>2023-06-26</td>
<td>▼ Revoke</td>
</tr>
<tr>
<td>Lili Zhu</td>
<td>0009-0008-7317-1288</td>
<td>2023-06-26</td>
<td>▼ Revoke</td>
</tr>
<tr>
<td>Jillian Rabelo</td>
<td>0009-0000-5693-1312</td>
<td>2023-06-26</td>
<td>▼ Revoke</td>
</tr>
<tr>
<td>Roberta Pizzinato</td>
<td>0009-0003-6831-5850</td>
<td>2023-06-26</td>
<td>▼ Revoke</td>
</tr>
</tbody>
</table>
Link ORCID to NIH eRA Commons as Trusted Organizations

When you have an ORCID iD, link in your eRA Commons **Personal Profile** by clicking on the Create or Connect your ORCID iD and logging into ORCID.

Learn more about **Trusted Organizations** and visibility authorizations.
Link your ORCID iD to your NSF Research.gov by viewing My Profile and selecting the Academic/Professional Information tab, then clicking on the ORCID iD and logging into ORCID.
NSF Effective for new proposals submitted or due on or after October 23, 2023: Mandate to use SciENcv only for preparation of the Biographical Sketch and Current and Pending (Other) Support documents
What is SciENcv?

Science Experts Network Curriculum Vitae (SciENcv)

SciENcv is an electronic platform available through NCBI that makes it easy to develop a repository of information that can be readily updated and modified to prepare biosketches for submission to multiple agencies.
SciENcv @ MIT

Please see the VPR/RAS webpage: **Using SciENcv**

Science Experts Network Curriculum Vitae (SciENcv) is an application developed by NCBI to help researchers create and maintain biographical sketches as required for grant applications and annual reports. While it was initially developed for NIH grant applications, NSF and other federal agencies are beginning to adopt it as a tool to assist researchers in preparing biographical sketches and other proposal and reporting materials in agency-approved formats.

**Additional Resources**
- General Information about SciENcv
- NSF Webinar about Approved Formats (includes demo of SciENcv)
- SciENcv FAQs
- SciENcv Tutorial
- SciENcv for NSF Users: Biographical Sketches
- SciENcv for NSF Users: Current and Pending Supporter

**MIT guides**

Step-by-step help and demos
SciENcv Benefits

**Inputs**
- eRA Commons
- NCBI My Bibliography
- Research.gov
- ORCID
- Hand-entered information

**Integration**
- IDs
- Name
- Affiliation
- Education
- Honors
- Awards
- Personal Statement
- Contributions
- Grants
- Publications
- Collaborators
- Patents
- Etc.

**Outputs**
- NIH Biosketch
- NIH Fellowship Biosketch
- NSF Biosketch
- NSF C&P Support
  (DOE Office of Science requires NSF-approved C&P format)

- PDF Documents to save to computer

- Link to external sources, including ORCID, to populate information
- Update documents or use as template for new format (eliminates need to re-enter information)
- Allows Delegate role
- Exports to up-to-date sponsor-approved form
Researcher Log-In & Account Settings
Log In via eRA Commons, NSF Research.gov


2. Select Log-In method (eRA Commons or NSF)

3. Enter Username and Password for Research.gov or authenticate on eRA Commons
NCBI Account Settings: Linked Accounts

NCBI Account
Your username is the email address of the third-party account that you used to set up your NCBI account.

Username
trainer@mit.edu

Linked Accounts
You can log into your NCBI account via these third parties. Contact the third party about any issues related to logging into any of the accounts below.

<table>
<thead>
<tr>
<th>Account</th>
<th>Email/ID</th>
<th>Remove</th>
</tr>
</thead>
<tbody>
<tr>
<td>eRA Commons</td>
<td><a href="mailto:trainer@mit.edu">trainer@mit.edu</a> (logged in)</td>
<td></td>
</tr>
<tr>
<td>Massachusetts Institute of Technology</td>
<td><a href="mailto:trainer@mit.edu">trainer@mit.edu</a></td>
<td></td>
</tr>
<tr>
<td>NSF (National Science Foundation) Researcher Login, USA</td>
<td><a href="mailto:trainer@mit.edu">trainer@mit.edu</a></td>
<td></td>
</tr>
<tr>
<td>ORCID</td>
<td>0009-0008-4709-9469</td>
<td></td>
</tr>
</tbody>
</table>

Add account

Delegates
You can add delegates to help you manage your bibliography and/or SciCrv profiles.

<table>
<thead>
<tr>
<th>My NCBI Username</th>
<th>Email</th>
<th>MyBio</th>
<th>SciCrv</th>
<th>Remove</th>
</tr>
</thead>
<tbody>
<tr>
<td>cwoods.mit</td>
<td><a href="mailto:cwoods@mit.edu">cwoods@mit.edu</a></td>
<td>✔</td>
<td>✔</td>
<td>❌</td>
</tr>
<tr>
<td>robertap1</td>
<td><a href="mailto:robertap@mit.edu">robertap@mit.edu</a></td>
<td>✔</td>
<td>✔</td>
<td>❌</td>
</tr>
<tr>
<td><a href="mailto:icanesio@mit.edu">icanesio@mit.edu</a></td>
<td><a href="mailto:icanesio@mit.edu">icanesio@mit.edu</a></td>
<td>✔</td>
<td>✔</td>
<td>❌</td>
</tr>
<tr>
<td>gongxuyong</td>
<td><a href="mailto:lizhu@mit.edu">lizhu@mit.edu</a></td>
<td>✔</td>
<td>✔</td>
<td>❌</td>
</tr>
</tbody>
</table>

Link a new 3rd-party account
Search for the account name or click on a link below to connect your My NCBI account to one of these partner organizations. Please note, you can only connect one account per third-party partner.

Available 3rd-party partners

29 Mayis University, Turkey
A*STAR - Agency for Science, Technology and Research, Singapore
A.T. Still University
A&F Virtual Home, Australia

Search by Account name

Click Account Settings

Link to your eRA Commons, NSF Research.gov, ORCiD or other external account
NCBI Account Settings: Add Delegates

Search by email address

Add a Delegate

Enter the delegate's email address

What will happen:
- Your delegate will receive an e-mail notifying them of access.
- Your delegate will click a link in the e-mail to activate access.
- If your delegate does not have a My NCBI account, they will be invited to register.
Account Settings: Add Delegates

An email is sent to the person you Added as a Delegate asking them to click a link to accept delegate role.

Account Settings > Delegate will show Awaiting confirmation once confirmed, you may adjust delegate role to NCBI My Bibliography, SciENcv or both.

You can add delegates to help you manage your bibliography and/or SciENcv profiles.

<table>
<thead>
<tr>
<th>My NCBI Username</th>
<th>Email</th>
<th>MyBib</th>
<th>SciENcv</th>
<th>Remove</th>
</tr>
</thead>
<tbody>
<tr>
<td>(Awaiting confirmation)</td>
<td><a href="mailto:lilizhu@mit.edu">lilizhu@mit.edu</a></td>
<td>✗</td>
<td>✗</td>
<td></td>
</tr>
</tbody>
</table>

Delegate has been added successfully. A message has been sent to the new email address, please follow the confirmation instructions provided in the email.

Click trash icon to remove Delegate.

Research Administration Practices (RAP) Sessions - SciENcv and ORCID
Research Administrator Log-In & Delegate Access
Log In via MIT


2. Click more options button

3. Click more login options button

4. Enter **Massachusetts** in the Find your login provider search box
Create / Link NCBI Account

Create New or Link to an existing NCBI account
Delegate Notification & Confirmation

If Added as a Delegate, you will get an email with a link to accept.

Dear lilizhu@mit.edu,

My NCBI is a free user account system that can be used to store data (such as PubMed citations), search preferences for the NCBI web site.

The My NCBI user: trainor@mit.edu has granted you permission to view and manage his/her bibliography, to add and remove citations to the bibliography and perform other functions as if you were trainor@mit.edu. If you have responsibility, click the link below to log in or register for My NCBI.

https://www.ncbi.nlm.nih.gov/account/delegation/?token=V2Yid1x7cb3e167f&delegateOf=trainor%40mit.edu

If you believe you have received this message in error, you may contact the My NCBI Support Team for clarification.

Please do not reply to this message. Replies to this message are not monitored. For questions, problems, and comments to info@ncbi.nlm.nih.gov.

My NCBI Dashboard > NCBI Account Settings > Delegate Confirmation

Confirm your delegation

My NCBI user robertap1 has added you as a delegate. Please confirm whether or not you would like to accept this delegation.

Depending on the access you've been given, confirming delegation means you will be able to perform actions as if you were robertap1 in their MyBibliography and/or SciENcv profiles.

[Confirm Delegation] [Decline Delegation]
My NCBI Home Page
SciENcv Portlet
SciENcv Portlet: Delegated CVs

Open your own SciENcv account

Open account as Delegate
Edit Mini Profile
Create a new document

Choose Data Source:
- Blank document
- Existing document (select)
- External source (select)

Sharing (Private, can be changed)
Select from the following format options:

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

Note: Department of Energy Office of Science (DoE SC) requires use of the Biosketch and Current and Pending (Other) Support format approved by the National Science Foundation (NSF), which may be generated by SciENcv.
Biosketch: Choose Data Source

Choose data source
- Start with a blank document
- Existing Document: CTrainor NSF
- External source:
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Pull information from a linked Account such as ORCID, eRA Commons, NSF
Add and Update entries

Links to Add One or Edit entries will display. A warning icon will alert you to sections that must be updated. Click the link to add or edit an entry and a pop-up window will display for entering information (required fields are marked with a red asterisk *).
Select Citations

To add citations, SciENcv will connect to your NCBI My Bibliography and any linked external sources such as ORCID. Select the checkbox to the left of citations to include and click the Save Citations link.

PRODUCTS MOST CLOSELY RELATED TO THE PROPOSED PROJECT

You have not included any product in this section.

Save citations
NIH Biosketch: My Bibliography

The NIH Biosketch format allows inclusion of a link to a full bibliography IF the url is a federal link (.gov). Making your My Bibliography meets the NIH requirements if you would like to include this option.

Complete List of Published Work in My Bibliography:
Omb No. 0925-0001 and 0925-0002 (Rev. 12/2020 Approved Through 02/28/2023)

NAME: Trainor, Carole
eRA COMMONS USER NAME (credential, e.g., agency login): trainor
POSITION TITLE: Associate Professor
EDUCATION/TRAINING (Begin with baccalaureate or other initial professional education, such as nursing, include postdoctoral training and residency training if applicable. Add/delete rows as necessary.)

INSTITUTION AND LOCATION    DEGREE (if applicable)    END DATE MM/YYYY    FIELD OF STUDY
Boniface College, Oxford, OB2 1TN    DPHIL    05/1989    English

A. Personal Statement

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua. Ut enim ad minim veniam, quis nostrud exercitation ullamco laboris nisi ut aliquip ex ea commodo consequat. Duis aute irure dolor in reprehenderit in voluptate velit esse cillum dolore eu fugiat nulla pariatur. Excepteur sint occaecat cupidatat non proident, sunt in culpa qui officia deserunt mollit anim id est laborum.

1....
2....
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B. Contribution to Science

C. Contribution to Science

1. Title 1
   1.1...
   1.2...

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NSF Current and Pending (Other) Support

Current and Pending (Other) Support information is used to assess the capacity of the individual to carry out the research as proposed and helps assess any potential scientific and budgetary overlap/duplication, as well as overcommitment with the project being proposed.

Current and Pending (Other) Support must be provided separately for each individual designated as senior personnel. Senior personnel include the individuals designated by the proposer/awardee organization and approved by NSF who contribute in a substantive, meaningful way to the scientific development or execution of a research and development project. Senior personnel must prepare, save, certify, and submit the disclosure documents. Research.gov or Grants.gov.

Senior personnel are required to prepare and submit for disclosure information to foreign governments, international organizations, domestic organizations funding such programs. Further, if the government-sponsored talent recruitment program, that support must be disclosed to NSF or the intermediary and does not require an independent review. The NSF may make an independent review.

Missing Fields

Due to differences between forms, there are empty fields that need to be completed. Please provide the required information in order to certify and download the document.

In-Kind Contribution Summary

In this section, disclose ALL in-kind contributions related to current and pending support. This includes equipment, supplies, computer, laboratory, office/lab space, equipment, supplies, and employee or student resources. A separate section is used to enter project/pending proposal using the format specified below.

All fields are required unless otherwise noted.

The Status of Support types are defined as:

Current – all in-kind contributions obligated from whatever source irrespective of whether such support is provided through the proposing organization or is provided directly to the individual.

Pending – all in-kind contributions currently under consideration from whatever source irrespective of whether such support is provided through the proposing organization or is provided directly to the individual.

Lab Equipment: Leica DM1000 Microscope

Summary: Lab Equipment

Source of Support: Novartis

Dollar Value: $75,000

Add In-Kind Contribution

Research Administration Practices (RAP) Sessions - SciENcv and ORCID
Add Project/Proposal

- Each field is manually entered
- Required fields are marked with a red asterisk
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• Each field is manually entered
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Delegate Download Draft

NSF Current and Pending (Other) Support

**VIEW DRAFT** will generate a PDF. You can see what information is missing, email PI screenshot of full doc for review.

Delegates may send Draft PDF to PI/Co-I/KP, or a screenshot of section that needs review.
PI/Co-I/KP must complete required certification to download NSF documents.

After certification is complete, the Delegate may also download.
Thank you - Feedback

We are providing a QR Code for you to access a RAP learning session feedback survey via your phone or mobile device.

I will also provide the link https://mit.co1.qualtrics.com/jfe/form/SV_bxxjXkO0Fn5q1xk to access the form via the web and in a follow up email.
Questions – Help

For policy-related questions, please contact
• RAS Contract Administrator
• RA-Help@mit.edu

Research Administration Drop-In: Monday, 24th at 1:00pm (Join on Zoom).

ORCID at MIT
orcid@mit.edu

NCBI SciENcv support
To troubleshoot issues with SciENcv, you can contact the NCBI Help Desk or nlm-support@nlm.nih.gov