

**NIH PRE-REVIEW CERTIFICATION REGARDING
CONFLICT OF INTEREST FOR FEDERAL EMPLOYEES WHO ARE
REVIEWERS OF NIH R&D CONTRACT PROPOSALS**

Reviewer Name: _____ Lastname, Firstname M

Address (employment): _____

Address Line 1 _____

Address Line 2 _____

City, State Zip Code _____

Scientific Review Group: _____

Date(s) of review: _____

**NIH Conflict of Interest Rules:
Information for Reviewers of NIH R&D Contract Proposals**

The NIH peer review system relies on the professionalism of each reviewer to identify any conflict of interest (COI) or apparent COI that may affect or appear to affect the integrity of the NIH peer review process.

- The NIH COI rules for initial peer review for technical evaluation of R&D contract proposals are based on federal regulations ([42 CFR Part 52h](#)) and presented in detail in NIH Guide Notice [NOT-OD-14-069](#).
- In order to participate in the review meeting, you must:
 - Review the rules below, and screen the proposals for real or apparent COI for yourself.
 - Notify the Scientific Review Officer *immediately* if you have a COI or apparent COI with any proposal in this meeting.
 - Certify:
 - On the *pre-meeting* Conflict of Interest Certification that you have identified any proposal with which you have a COI or appearance of COI.
 - On the *post-meeting* Conflict of Interest Certification that you recused yourself from the review of any proposal pending review in the Scientific Review Group where your participation constitutes a real or apparent COI. In addition, the NIH may determine that a particular situation involves a COI and require that the potential reviewer not be involved in the review of the proposal(s) in question.

Federal employees participating in NIH peer review are subject to a comprehensive set of statutes and regulations governing their conduct, in addition to NIH policy regarding their selection and use in the peer review process. A Federal employee serving as an NIH peer reviewer is responsible for obtaining any clearance required by his/her employing institute, agency, or office.

You **may not be** on the technical evaluation panel if:

- You are named on a proposal in a **major professional role** (Program Director/Principal Investigator [PD/PI], Senior/Key Personnel, Other Significant Contributor, Project/Site/Core Director, collaborator, consultant).

- You are a member of an NIH Advisory Council.
- You have a direct financial interest: you or a close family member would receive a direct financial benefit if a proposal is funded.
- You are employed by an offeror institution.
- You are from an institution that is included as a subcomponent of a proposal
- Within the past three years, you have been a collaborator or have had any other professional relationship (e.g., served as a mentor) with any person who has a major role on a proposal.
- A proposal includes a letter of support or reference letter from you.
- You serve as a member of the Advisory Board for a project under review.
- You have an indirect financial interest from the offeror institution or person with a major professional role of over \$10,000 in honoraria, stocks, and fees during the last year or during the contract period.

You **may be** on the technical evaluation panel and **may review** specific proposals (not considered a COI) if:

- A proposal originates from an institution where you have collaborators, but your collaborators are not listed on the proposal.
- You have an indirect financial interest of less than \$10,000.
- You freely donate reagents or other materials to the proposed project, and these reagents or materials would also be available to other researchers.
- You, as well as a person with a major role on the proposed project, contribute data, reagents, specimens, etc., to the same repository or database.
- You are a member of a research network that involves a person with a major role on the proposed project.
- You are a co-author of a non-research publication (e.g., review, commentary) or a mega- multi-authored publication with a person with a major role on the proposed project.

Pre-Meeting Certification: Federal Reviewer

I hereby certify that, based on the information provided:

I have complied with my agency's financial disclosure and ethical conduct requirements associated with service as a reviewer and understand I must recuse from any review if I have a conflict of interest or apparent conflict of interest unless a waiver or authorization is granted by or in consultation with my ethics official.

I certify that I have read and that I understand the [NIH Conflict of Interest Rules: Information for Reviewers of NIH R&D Contract Proposals](#), and examined the list of contract proposals to be reviewed. I hereby certify that to the best of my knowledge and consistent with my understanding of potential consequences, including the prospect of penalties for falsification, concealment, fraud, and other actions as authorized by US Code Title 18 chapter 47 section 1001 (<https://www.gpo.gov/fdsys/pkg/USCODE-2011-title18/pdf/USCODE-2011-title18-part1-chap47.pdf>), I have disclosed all conflicts of interest that I may have with the R&D contract proposals and I fully understand the confidential nature of the review process.

Printed Name: _____

PI Lastname, Firstname M

Signature: _____

Electronically signed by _____ [Lastname, Firstname M]

on _____ (Date and Time)