

New Requirements for NIH Biosketch & Other Support (using SciENcv)

Coming May 25, 2025

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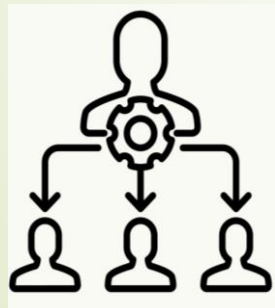
Duke Medical Center Library & Archives

Key Points

Using **SciENcv** for
Common Forms



Delegates



PI Certification



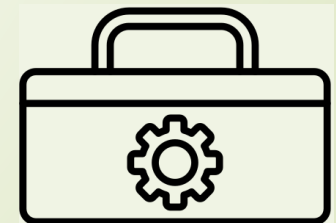
Timeline



Action Items



Resources



Common Forms

- NIH will require the use of **SciENcv** to complete & certify the Common Forms (BioSketch, Current & Pending Other Support, etc.)
- Narratives (like Contributions to Science) will be moving to a supplemental document
- All Senior/Key Personnel must use an **ORCID** to access **SciENcv** & eRA Commons.





SciENCv: Science Experts Network Curriculum Vitae

A researcher profile system for all individuals who apply for, receive or are associated with research investments from federal agencies. SciENCv is available in My NCBI.

About SciENCv

[Background Information](#)

[Help Documentation](#)

Developer Tools

[Data Documentation](#)

[Data Schemas](#)

Log in



eRA Commons

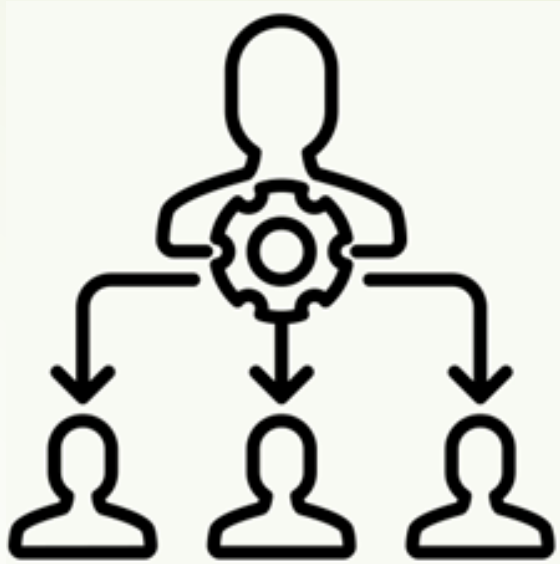


National Science
Foundation

More Options

[Forgot your username/password?](#)

Delegates



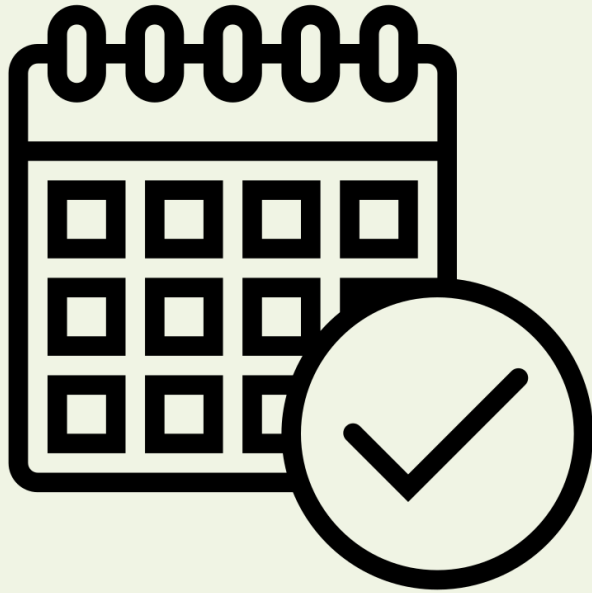
- PIs can have multiple delegates within NCBI/SciENcv
- A shared research administration team email can be added as a delegate
- Note: delegates cannot certify /generate a certified PDF (only PI/Key personnel)

PI Certification



- All biosketches must be certified by the PI before submission
- **SciENcv** generates a digitally certified PDF formatted for submission but **NO CHANGES CAN BE MADE ONCE CERTIFIED**
- This could be a major workflow change for admins

Timeline



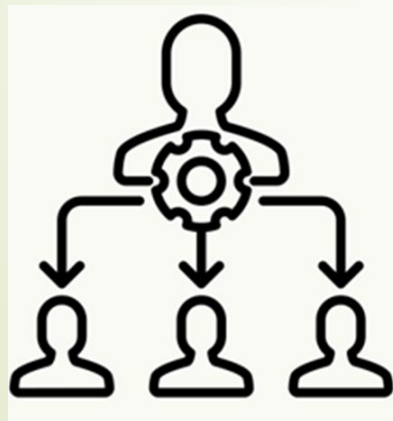
- New SciENCv template is **tentatively** set to be released by **March 25, 2025** & will be required for applications **due on or after May 25, 2025**.
- Continue to use the current [NIH Biosketch](#) and [Other Support](#) formats for due dates **on or before May 24, 2025**.

What can Researchers & Administrators do now?



SciENcv Accounts

- All users (PIs & Admins) should **log into My NCBI** to access [SciENcv](#) and familiarize themselves with the platform (**tip:** log in with your eRA Commons acct)
- Populate/update your [My Bibliography](#)
- Explore SciENcv



Set Up Delegates

- PIs & Admins can set up delegates or a team delegate account now to help you manage MyBibliography & SciENcv

What can Researchers & Administrators do now?

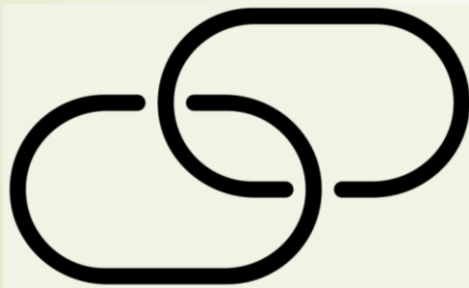


Set Up/Recover ORCID

- Everyone should create, access, or recover their ORCID account as an ORCID ID will be required for NIH applications and submissions (orcid.org)
- Populate/update your ORCID Profile

Connect ORCID ID to eRA Commons profile & NCBI

- All users can connect their ORCID account to both eRA Commons & NCBI to streamline login and prepare for new requirements





Med Center Library Services

- ▶ Librarians cannot provide advice or assistance with content for NIH forms or applications including biosketches!
- ▶ **Training Videos:** once the new template is released in March/April, we will provide a video demo of the process from both the PI and the delegate perspectives
- ▶ **Library Guide:** Once the new template is released, we will provide written documentation on how to use SciENCv with the new Common Forms.
- ▶ **Office Hours:** we will be holding **office hours (not a class)** this spring semester where PIs & admins can **ask questions/get help**
 - ▶ **When: Fridays at Noon** (every other week in January and February; weekly in March-May).
 - ▶ **How:** Register on our website (look for the training & consulting tab)
<http://mclibrary.duke.libcal.com/calendar/classes>

SciENCv NIH Resources

- ▶ Check NIH's web pages
 - ▶ [Changes Coming to NIH Applications and Peer Review in 2025](#)
 - ▶ [Common Forms for Biographical Sketch and Current and Pending \(Other\) Support](#)
 - ▶ [Common Forms for biographical sketch/CPOS FAQs](#)
- ▶ Step-by-step guide with screenshots details how to create an NIH biosketch and current and pending documents:
<https://www.ncbi.nlm.nih.gov/books/NBK154494/>
- ▶ Please see [NOT-OD-24-163](#) for details.
- ▶ [ORCID ID topic in the eRA Commons online help](#)



Questions? Contact us!

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lesley.skalla@duke.edu (biomedical research
contact for Medical Center Library)

Library website: <https://mclibrary.duke.edu/>