In order to provide better service to our Principal Investigators (PI), research staff, and administrative managers, the Office of Animal Care and Use (OACU) has compiled this informational memo. Please feel free to call the OACU staff if you have any questions about any items in this memo.

**GRANT CONGRUENCY**

Public Health Service (PHS) Policy requires the IACUC to review and approve those components of a grant application and contract that relate to the care and use of animals. PHS Policy also requires that evidence of IACUC approval be provided before funds can be awarded.

In order to be in compliance with this NIH requirement, OACU staff is reviewing all NIH grant applications for which the status in RAMSeS is set to “Just in Time Request Approved.” Once the status of a grant application has been changed to “Just in Time Request Approved”, an email is automatically generated from RAMSeS and is sent to Michelle Denning (IACUC Manager and Grant Specialist) and Russell Hermans (IACUC Grant Specialist).

The Grants Manager and Specialist review each NIH grant application with the corresponding IACUC protocol to ensure that all of the animal activity described in the NIH grant application has been approved by the IACUC. If the Grants Manager and Specialist discover discrepancies between the grant application and the corresponding IACUC protocol, they will contact the Principal Investigator (PI) to obtain additional information to resolve the discrepancies. IACUC approved animal use applications may cover more procedures than described in the grant proposal but all animal activity described in a grant application must be approved in an IACUC protocol.

In order to expedite your congruency review:

- Please ensure that all of the animal work outlined in your grant application has been described in an IACUC protocol.
- Instead of waiting for the automated request to be sent to OACU staff, please request a grant congruency review at the time that you receive a favorable score. This earlier time point will allow for more time to resolve any discrepancies that may be identified between the grant application and the IACUC protocol(s) before the grant funds are awarded. When requesting the grant congruency review, please specify any additional information that you think would be helpful to the OACU staff member reviewing your grant application.
- If you have a special circumstance requiring a quick congruency review, please contact OACU staff to explain your situation. OACU staff will make every attempt to accommodate your situation.
- Ensure that your grant application has been uploaded into RAMSeS for review.
If OACU staff finds discrepancies between your grant application and the corresponding IACUC protocol(s), please respond to the email regarding these discrepancies as soon as possible.

Please note that the purpose of the grant congruency program is to ensure that UNC is adhering to federal regulations and is not intended as a bureaucratic hurdle. Lack of congruency between funded grant applications and IACUC protocols may result in serious consequences for the institution. The Grants Manager and Specialist will be as facilitative as possible in implementing this program while ensuring that the institution is adhering to federal regulations. OACU staff have begun publicizing the details of the new program and will be speaking with faculty to seek guidance and feedback on the particulars of the program.

For more information on the Grant Congruency process, visit the IACUC website, Policies & Procedures page, Grant Congruency section.

If you have questions regarding the grant congruency process or wish to schedule a presentation for your department, please contact:

Michelle Denning (IACUC Manager and Grant Specialist) - michelle.denning@unc.edu, 843-1023
Russell Hermans, IACUC Grants Specialist - russell.hermans@unc.edu, 966-6399

**Important Information From the NIH**

The Office of Laboratory Animal Welfare (OLAW) has posted some new information on their website to assist researchers with writing the vertebrate animal section of their NIH grants. This information is available at the following URLs:

[Preparing the Vertebrate Animal Section (VAS)](#)

[Worksheet for Review of the Vertebrate Animal Section (VAS)](#)

The Office of Extramural Research now has an “All About Grants” podcast. The link to subscribe to the podcast is available [here](#).