

**University of Texas at Austin**

**Institutional Animal Care and Use Committee**

**IACUC Procedure # 8.1**

Title	Grant Congruence Procedures and Confirmation of Congruence		
Date of Approval	11-12-18		
Date of Last Revision	N/A	Version	1.0

Grant congruency is required for federal funding in the pre-award stage. The IACUC verifies congruency by comparing the grant proposal to the IACUC protocol.

**Verification of Protocol and Proposal Congruence**

The extent of the verification of consistency between grant proposals and IACUC protocols will be limited to a confirmation that the species, number of animals requested, and procedures relating to use of animals described in the proposal are included in the protocol. This will be a unidirectional comparison of the procedures described in the grants. In conducting the verification, the IACUC focuses on the following three (3) questions:

1. Are the species used in the grant proposal included in the IACUC protocol?
2. Are the number of animals requested in the grant proposal consistent with the number of animals in the protocol?
3. Are animal care and use procedures described in the grant proposal included in the IACUC protocol?

Verification of grant and protocol congruence concentrates on animal care and use and will not include a judgment of scientific merit. Differences noted between the two document will be assessed as to if they represent a change in scope of the research.

Grant congruence verification can take place at any time prior to grant award. It is strongly recommended that investigators do not seek IACUC approval for a grant proposal until they have at least received a fundable grant score.

**Just In Time Requests (JIT)**

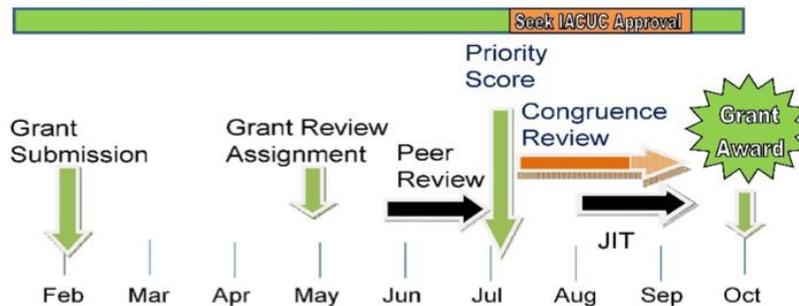
In order to reduce the administrative burden of requiring various certifications as part of initial grant applications, the NIH has instituted a request process whereby only those proposals with the possibility of being funded will be asked to submit these documents. Within 15 days of receiving a fundable proposal score a JIT request will be sent to the investigator and institution.

**JIT Response**

The NIH understands that it may not be possible to receive IACUC approval in the timeframe that a response is due for Just in Time requests. Therefore, IACUC approval is not required as part of the response. However, grant funds will not be released until IACUC approval has been filed. It is suggested that investigators begin the IACUC approval process as soon as funding appears probable. (Note:

Various non-federal funding groups also use variances of a Just-In-Time submission process. You should note any differences you need to be aware of including deadlines for submission.)

## Example Timeline



### Requesting a Congruence Review

For new IACUC protocols, the investigator should attach a full copy of the grant proposal that was submitted to the NIH to the eProtocol submission. The IACUC will validate grant congruence as part of the protocol approval process.

To add new funding to already approved protocols, a full copy of the grant proposal should be attached as part of a funding amendment request and submitted in eProtocol.

As part of the review process, the investigator may be asked additional questions, to add clarifying comments, and add additional information in relation to congruence. Additionally, further amendment of the protocol may be necessary if contradictions exist.

The protocol approval letter is not a verification of grant congruence and should not be used to indicate to granting agencies that grant congruence verification was performed. Please contact the IACUC ([iacuc@austin.utexas.edu](mailto:iacuc@austin.utexas.edu)) to request a memo confirming grant congruence.