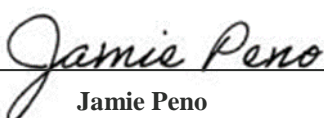
 <div> <div>DIVISION OF RESEARCH & INNOVATION</div> <div>Research Integrity & Compliance</div> </div>		Institutional Animal Care and Use Committee Standard Operating Procedures	
Title: Protocol and Grant Congruence Verifications			
Effective Date:	December 22, 2020	Document Number:	IACUC-SOP-01-08.00
Approval/Date: <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">  <hr style="width: 100%;"/> Jamie Peno Director, Research Integrity and Compliance </div> <div style="text-align: center;"> 12/22/2020 <hr style="width: 100%;"/> Date </div> </div>			
REVISION HISTORY			
Date	Section	Author	

PURPOSE

All animal work outlined in a grant application or contract proposal must be approved by the IACUC in a corresponding IACUC Animal Use Protocol (AUP) prior to award. To ensure this, a congruency review of the two documents side by side should be completed.

SCOPE

It is the Institutions' responsibility to ensure the NIH Grants Policy and PHS Policy requirements for grant congruence is met through a collaborative effort between the Principal Investigator (PI), the IACUC, and UNT Grants and Research Administration. It is the responsibility of the PI to notify IACUC in a timely manner when funding for a project is received and to provide a copy of the grant proposal with new protocol or amendment submissions. All applicable funding information and titles should be listed within the protocol or amendment submissions in the spaces provided.

It is the responsibility of the IACUC, through the IACUC office administrators in Research Compliance and Integrity to perform the grant to protocol congruence verification for requiring agencies at UNT.

DEFINITIONS AND ABBREVIATIONS

UNT- University of North Texas, Denton

IACUC- Institutional Animal Care and Use Committee

SOP/SOP's- Standard Operating Procedure(s)

AUP- Animal Use Protocol

PI- Principal Investigator

PROCEDURES

- I.** Agencies requiring documented grant to protocol congruency reviews include:
 - A.** National Institutes of Health (NIH) and their subdivisions:
 - 1. National Cancer Institute (NCI)
 - 2. National Eye Institute (NEI)
 - 3. National Heart, Lung, and Blood Institute (NHLBI)
 - 4. National Human Genome Research Institute (NHGRI)
 - 5. National Institute on Aging (NIA)
 - 6. National Institute on Alcohol Abuse and Alcoholism (NIAAA)
 - 7. National Institute of Allergy and Infectious Diseases (NIAID)
 - 8. National Institute of Arthritis and Musculoskeletal and Skin Diseases (NIAMS)
 - 9. National Institute of Biomedical Imaging and Bioengineering (NIBIB)
 - 10. Eunice Kennedy Shriver National Institute of Child Health and Human Development (NICHD)
 - 11. National Institute on Deafness and Other Communication Disorders (NIDCD)
 - 12. National Institute of Dental and Craniofacial Research (NIDCR)
 - 13. National Institute of Diabetes and Digestive and Kidney Diseases (NIDDK)
 - 14. National Institute on Drug Abuse (NIDA)
 - 15. National Institute of Environmental Health Sciences (NIEHS)
 - 16. National Institute of General Medical Sciences (NIGMS)
 - 17. National Institute of Mental Health (NIMH)
 - 18. National Institute on Minority Health and Health Disparities (NIMHD)
 - 19. National Institute of Neurological Disorders and Stroke (NINDS)
 - 20. National Institute of Nursing Research (NINR)
 - 21. National Library of Medicine (NLM)
 - B.** National Science Foundation (NSF)
 - C.** US Department of Health and Human Services (DHHS)
 - D.** US Department of Agriculture- National Institute of Food and Agriculture (USDA)
 - E.** American Heart Association (AHA)
 - F.** American Cancer Society (ACS)
 - G.** Department of Veterans Affairs (VA)
 - H.** March of Dimes (MOD)
 - I.** Cystic Fibrosis Foundation (CFF)
 - J.** Susan G. Komen for the Cure
- II.** Points of Comparison
 - A.** IACUC administrators in Research Compliance and Integrity will verify and document the following criteria, as they apply, in a congruency review using UNT IACUC Form 06 Funding and Congruence Form:
 - 1. Principal Investigators and Co-Investigators
 - 2. Species used
 - 3. Procedures involved
 - 4. Drug agents, dosages, and routes of administration
 - 5. Experimental goals and endpoints
 - 6. Methods of euthanasia
- III.** Resolution of Discrepancies
 - A.** Any discrepancies noted during the congruency review will be sent to the PI via email with detailed description of the discrepancies identified and suggestions for resolution:
 - 1. Submission of a new amendment
 - 2. Submission of a new protocol

IV. Congruent Documents

- A.** PI's and UNT Grants and Contracts Administration personnel will be notified in a timely manner upon completion of congruency verifications and the resolution of any discrepancies.
- B.** Documentation of the congruency checks and communications will be maintained by IACUC administrators in Research Compliance and Integrity.

REFERENCES

- 1. UNT IACUC Policies and Procedures
- 2. UNT IACUC Form 06- Funding Congruence Form

APENDICES

IACUC Standard Operating Procedures

UNT IACUC Form 06-Funding Congruence Form