NU–IACUC POLICY

Northeastern University Institutional Animal Care and Use Committee

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| Policy on Requiring a Congruency Comparison Prior to Release of IACUC Approval Dates for Northeastern University |

*Re-Approved: 04/12/2022*

Per PHS Policy1 and the NIH Grants Policy Statement2, Northeastern University has the responsibility to ensure that the IACUC has reviewed and approved all components of a grant application or contract proposal related to the care and use of animals. The IACUC is responsible for ensuring that all research on live, vertebrate animals described in an award is consistent with any corresponding protocols approved by the IACUC. At Northeastern University, this requirement applies to all Federally Funded projects.

The IACUC requests that the necessary paperwork be submitted to the IACUC office as soon as possible when it has been determined that a proposal will be funded. This will allow sufficient time for protocol review, approval, and congruency comparison between the protocol(s) and funding application. If discrepancies exist between the IACUC protocol and activities described in the grant, the PI may either submit a new protocol or an amendment or inform the funding agency that a procedure, or its components, will not be conducted as originally proposed.

This requirement for congruency applies any time an approval date is requested from the funding agency.

Procedure

1. When an IACUC approval date/letter is requested, the PI must email the following to the IACUC Office:
   1. The grant/proposal, which includes the animal studies descriptions. If the grant involves multiple collaborators, the animal work being done at Northeastern must be highlighted.
   2. A completed [NU-IACUC Protocol/Grant Congruency Verification Form](mailto:https://research.northeastern.edu/app/uploads/sites/5/2011/03/IACUC-Grant-Protocol-Congruency-Form-2018-.docx.)**.**
2. A designee of the IACUC compares the animal studies in the proposal with the corresponding animal protocol(s) and provides a letter confirming the congruency of the documents. This congruency letter provides the protocol(s) approval dates that can be released to the funding agency.
3. If significant discrepancies are noted, the Principal Investigator will be notified and will need to amend the protocol(s) before securing a congruency letter. If only minor discrepancies are noted, the Principal Investigator will be notified of these items, but a congruency letter will be provided, so that the approval date can be released to the funding agency.

NOTE: If the congruency comparison between the IACUC protocol and proposal is not obtained prior to the proposal submission deadline, the word “pending” should be inserted for the approval date.

References

1. Public Health Service Policy on Humane Care and Use of Laboratory Animals (IV.D).
2. NIH Grants Policy Statement (Chapter 4.1.1.2).