

Data Safety Guidance: NIH Foreign Subrecipient Data Access Implementation Plans

This guide identifies the required information for creating a [Data Safety](#) record for the review of NIH Foreign Subrecipient Data Access Implementation Plans. Instructions are in brackets. Questions in the Data Safety form that are not identified in this guide do not need to be answered.

For more information on creating and submitting a Data Safety record, refer to the [submission guide](#) or [schedule a time with the support team](#) for assistance.

Basic Information

1. **Submission title:** [Suggested text: NIH Foreign Subrecipient Data Access Implementation Plan(s)]
2. **Principal Investigator:** [Enter name of Harvard PI]
4. **Responsible Department:** [Enter Harvard PI's department]
5. **Summary of project and considerations for reviewer:** [Suggested text: NIH foreign subrecipient data access implementation plan review]

Protocol Team Members

1. **List individuals who will access the data (including advisers, contractors, and collaborators) or who need access to this submission for administrative purposes:** [Enter Harvard PI. Begin typing a piece of the person's name in the space provided on the pop up, or you can click the "add" option to search the list of available names. Select "Can Access Data" for their Role in Research.]

Funding Sources

1. **List any grant proposal that has been submitted to the sponsored programs office (SPA, ORA, or OSP), any proposal that was created in GMAS, or any federal or other sponsored funding supporting work captured in this submission:**
[Add prime award. To search, begin typing the GMAS project ID, the grant PI full name (first and last name), or the fund number and a list will appear with options from which to select.]

Data Information

[If submitting multiple plans for a project with multiple foreign subrecipients, each should have an entry in this section.]

1. **Data set(s) name (Harvard and provider names):** [Subrecipient name]
2. **Data source:** [Select "Externally provided"]
Indicate external source (if source does not appear, choose other): [Enter subrecipient organization]
3. **Data originates from the following countries:** [Enter subrecipient country]
4. **Data type description:** [Copy from implementation plan (Data/Records to Be Accessed at Foreign Subrecipient)]
6. **Do you have a contract for use of the data:** [Yes]
9. **Places where the data will be collected, stored, or analyzed including tools and locations:** [Select "other"]
Other locations: [Enter "see implementation plan"]

Data Access

5. **Supporting Documents:** [Upload implementation plan document(s)]
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