You are receiving this email because you have been identified as receiving funding from, planning to apply for funding from, or have your salary funded by a grant from an agency of the U.S. Public Health Service (e.g. NIH, FDA, CDC). As you may know, the U.S. Public Health Service (PHS) has implemented new financial conflict of interest regulations which include training and additional disclosure requirements for Investigators. These regulations go into effect August 24, 2012.

You may not be aware, however, that PHS requires disclosure prior to proposal submission. It also requires training and management of Financial Conflicts of Interest prior to expenditure of PHS funds. Therefore, it is imperative that you prepare for the August 24, 2012 implementation. If you fail to comply with the disclosure, training and management requirements in a timely manner, you will be prevented from applying for funds and it will delay your receipt of PHS funds.

Method for Disclosure
While ISU is transitioning to the new PHS rules, in addition to ISU’s annual conflict of interest and commitment disclosure in AccessPlus, you must also fill out and return the attached PHS COI Disclosure to coi@iastate.edu. For the document to be valid, it must be sent by you, from your ISU email address.

Training
Training will be available online through the CITI Program. You will receive an email when the Conflict of Interest course is available.

Deadlines
In order to minimize delays in submitting proposals or receiving funding, ISU strongly encourages you to submit the PHS COI Disclosure as soon as possible.

- Prior to submitting a proposal to PHS on or after August 24, 2012 you must submit the PHS COI Disclosure to coi@iastate.edu.

- Prior to engaging in PHS-funded research with a Notice of Award date or noncompeting continuation segment beginning on or after August 24, 2012 you must:
  - Have an up-to-date PHS COI Disclosure on file with the COI Office;
  - Complete COI training through the CITI Program; and
  - If required, have a COI Management Plan in place.

- If, after completing the PHS COI Disclosure, you are reimbursed for travel or have travel paid on your behalf by an entity that engages in activities that could reasonably be perceived by non-experts as being related to your university responsibilities, you must disclose the travel within 30 days of the end of the trip.
  - The travel disclosure requirement applies to all entities sponsoring travel other than: Iowa State University; a grant or contract to Iowa State University; a U.S. federal, state or government agency; other U.S. institution of higher education; an academic teaching hospital; a medical center; or a research institute that is affiliated with a U.S. institution of higher education.
  - The PHS Travel Disclosure form will be available soon on the Conflict of Interest webpage on the Office for Responsible Research website.
**Information Sessions**
Opportunities to learn about the new PHS requirements, ask questions, and receive assistance filling out the PHS COI Disclosure have been scheduled on campus for the following dates:

- Monday, June 25 at 2:00 p.m., 114 Marston Hall
- Wednesday, June 27 at 10:00 a.m., Ensminger Room, 1204 Kildee Hall
- Wednesday, July 18 at 8:00 a.m., CVM Faculty Research Meeting, 2532 Vet Med

If you have any questions or concerns about this matter, please contact me at 4-7793, langlitz@iastate.edu or coi@iastate.edu.