

 Research & Sponsored Programs UNIVERSITY OF DENVER	Office of Research and Sponsored Programs Policy Manual Digital Identifiers
	Policy Number: ORSP-27
Recommended By: Dean of University Libraries; Director of Sponsored Program Administration; SPARC Approved By: Senior Vice Provost for Research and Graduate Education	Effective Date: 1/15/2025

1. PURPOSE

Federal funding agencies are now requiring the use of digital identifiers in grant applications. To comply with this requirement, we are requiring all researchers at DU who apply for research funding to register for and maintain an ORCID (Open Researcher and Contributor ID) Profile by December 1, 2022.

2. DEFINITIONS

- 2.1. ORCID iDs are unique, persistent digital identifiers that distinguish individual investigators and can be used to connect researchers with their contributions to science over time and across changes of name, location, and institutional affiliation. ORCID is the only PID service that met all the federal requirements at the time of the policies implementation.
- 2.2. Researchers applying for external funding are any person employed or attending DU as a student who is both eligible to serve as a PI or coPI on an external grant or contract proposal and is actively writing and submitting such application for review and possible award.

3. POLICY

- 3.1. On 14 January, 2021, via a Presidential Memorandum referred to as NSPM-33 on Research Security, the Federal Government directed all major US Federal funding agencies to adopt of persistent identifier (PID) infrastructure as an important way of enabling researchers to be transparent about their research activities while reducing administrative burden. The NSPM-33 Guidance published a year later described the role and expectations of funders and listed the standards that a PID service for researchers must meet to be included in Federal grant application processes.
- 3.2. To comply with NSPM-33 Guidance all researchers at DU who apply for research funding regardless of sponsor must register for and then annually maintain and ORCID Profile.

4. PROCESS

- 4.1. The Vice Provost for Research (Vice Provost) will oversee PID and will collaborate with the Deans of the schools and colleges, or their designee, to enforce compliance.
 - 4.1.1. Failure to comply or maintain may result in the loss of principle investigator status until resolved
- 4.2. Each DU researcher applying for an external grant or contract will register and obtain an ORCID, which

maybe be required when submitting grants. ORSP staff may not submit the application without proof of the PID.

4.2.1. Register here <https://orcid.org/register>

4.2.2. Importing publications into your profile, please see here: <https://support.orcid.org/hc/en-us/articles/360006973653>.

4.3. DU researchers will provide their ORCID to all journals or publications so the work product will be associated with that ORCID profile.

4.4. These data can eventually be imported into your Faculty Success (formerly Activity Insight) account. Adopting these identifiers will ultimately save DU researchers' time.

5. RESOURCES

5.1. NSPM-33