FCOI/COI/COC Certification Types

There are three types of Certifications in the UVMClick-FCOI system

- **FCOI/COI/COC - Annual Disclosure Certification** – UVMClick-FCOI will automatically generate a new Annual Disclosure Certification for a discloser (investigator or faculty regardless of FTE, or exempt staff < .5 FTE) once a year. This is done in bulk as a scheduled background operation and is generated based on the last time a discloser’s certification was completed.

- **FCOI Only - Research Initiated Certification** – Sponsored Project Administration creates Research Initiated Certifications, which prompt an Investigator to update their most recent Certification at time of award acceptance under specific conditions.

- **FCOI/COI/COC - Disclosure Update** – A discloser initiates the process of reporting new or changed institutional responsibilities and financial relationships.

Quick Tip before submitting an FCOI/COI/COC certification

**Before You Start**

Before you submit a certification, it will be helpful to gather the following information:

- Any consulting agreements you have signed this year
- Receipts from travel paid by outside companies
- Any stock option agreements
- Your stock portfolio summary
- Your IRS 1040 and/or 1099 forms