SPONSORED PROGRAM ADMINISTRATION MEETING
February 2017

WELCOME
Agenda

- OVPR/SPS News and Information
  - Committed Effort by Employee Report
  - Reminders

- NIH News and Information
  - Final RPPR – Project Outcomes
  - Interim-RPPR
  - NIH Salary Cap Executive Level II
  - NIH Role-Related Terms That Cause Confusion
  - NIH Policy on Dissemination of NIH-Funded Clinical Trial Information
  - NIH Peer Review Videos for Applicants and Reviewers
  - Reminders

- GRANTS.GOV News and Information
  - Grants.gov Workspace

- ASK SPS
  - Questions and Answers
Committed Effort by Employee Report

- Access via AMS (https://ets.uchc.edu/)
- Click SSRS Reports (bottom left of AMS main page)
- Report Name: R10_CurrentCommEffortBYEmployee
Committed Effort by Employee Report, cont’d.

- Represents Faculty effort committed in the proposal;
- Changes are made to committed effort report based on sponsor requirements (e.g. NIH > 25% requires prior approval.)
AWARD MANAGEMENT SYSTEM (AMS)
PRE-AWARD MODULE

- Pre-award requests can now be submitted via the pre-award module in AMS.
- For more information/guidance on the process see: Grants Management Pre-Award Implementation/Requirements.
A requirement of OMB’s Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (“Uniform Guidance”), mandates stronger internal controls of federally funded awards.

To meet these mandates, the internal workflow process for initiation and oversight of UConn Health’s federally funded subawards has been revised.

Beginning Tuesday, January 17th
FDP Subawards (accounts 78501/78502) will now be processed through Sponsored Program Services.

The new/revised forms can be obtained on our SPS website: Proposals/Forms section: http://research.uchc.edu/sps-proposals/forms/

See our January SPA slides for additional information
The information submitted in the Project Outcomes Section of the Final RPPR will be made accessible to the general public via NIH’s Research Portfolio On-line Reporting Tools (REPORT).

Please be sure your narrative is understandable to scientists and the general public. A short, concise summary should be written for the general public.

For more information, see FAQ on this subject.
Level II was increased from $185,100 to $187,000 by executive order on December 27, 2016.

Official announcement from NIH has not been issued as yet.

UCH recommends using $185,100.
Role-related terms that cause confusion
How to maximize clarity for reviewers

_NIAID Funding News_ – February 1, 2017 provides helpful advice in role determinations and how it may affect eligibility and other requirements.

Faculty should take time to discuss the roles of their planned research projects with their colleagues to ensure they have a shared understanding of the requirements and expectations.

Examples:
- **CO-PI**: NIH does not use the term CO-PI.
- **CO-PD/PI**: NIH does not use this term for multiple PD/PI applications. PD/PI role is required for both PI’s.
- **Collaborator**: Think of a collaborator as a scientist whose distinct expertise complements your own while a co-investigator shares your area of expertise
- **Consultant**: Provides advice or services. Consultants do not receive a salary from your grant but may receive a fee as a transaction for their services.
- **Other Significant Contributor**: OSC commit to contributing to the scientific development but do not commit any measurable effort. Biosketches required for OSC’s but Other Support info is not required at JIT.
- **Letters of Support**: be sure your letters of support provide enough detail about the exact role of the person in the project. Reviewers need to be able to judge whether there is sufficient expertise to conduct the project.

[See the NIAID Funding News – Advice Corner](#) for more detailed information
NIH Policy on the Dissemination of NIH-Funded Clinical Trial Information

NIH Implementation of FDAAA

Update: New HHS rule and NIH policy, effective January 18, 2017, affect all NIH-funded clinical trials. Read the summary.

Certifying compliance with FDAAA in applications and progress reports

See Notice: NOT-OD-16-159
NEW PEER REVIEW VIDEOS FOR APPLICANTS AND REVIEWERS

NIH’s Center for Scientific Review has posted some recent webinars regarding peer review:

• 8 Ways to Successfully Navigate NIH Peer Review and Get a Fellowship Grant

• 8 Ways to Successfully Navigate NIH Peer Review and Get an R01 Grant

• NIH Peer Review Briefing for Basic Research Applicants and Reviewers
Ruth L. Kirschstein National Research Service Awards (NRSA)
Postdoctoral Stipends, Training Related Expenses,
Institutional Allowance, and Tuition/Fees Effective for Fiscal Year 2017

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Notice Number: NOT-OD-17-003
Final progress reports submitted after January 1, 2017 will now need to be submitted as a Final RPPR (F-RPPR). Any other submission format will be rejected and you will need to resubmit in the Final RPPR format.

Format of the Final RPPR is very similar to the annual RPPR. One of the differences between RPPR and the Final RPPR is that not all sections will be part of the final report. For example, Section D – Participants; Section F – Changes; and Section H – Budget will not be part of the Final RPPR. Instead of a PDF upload, the information will be entered into RPPR-like screens. The new screens will include a new Section I – Outcomes.

**Significant Change:**

NIH will no longer accept the progress report contained in the Type 2 application to serve in lieu of a separate final progress report. NIH will request that organizations submit an “Interim-RPPR” (IRPPR) while their renewal application (Type 2) is under consideration.

**Deadlines Remain Unchanged:** Final RPPR no later than 120 days from the project end date.

**Completion and Submission of the F-RPPR:** Follows the current process for interim/annual RPPRS. F-RPPRS are to be completed by the PI and submitted to eRA Commons by your SPS Project Officer.

Interim RPPR Notice Number: [NOT-OD-17-037](#)

NIH Guide Notice: [NOT-OD-17-022](#)
Grants.gov News and Information
Grants.gov Workspace

Workspace is an enhanced application submission feature, which helps organizations and individuals create, complete, and submit grant applications (similar to NIH ASSIST).

- Workspace allows for multiple people to use a shared online space for completing individual forms and submitting the final application. These form sets can be filled out simultaneously by different users, instead of using the single PDF form set.

- Good for DOD submissions.

- Requires an institutional AOR to assign you a “Manage Workspace” role.

Legacy PDF Application Package will be phased out in December 31, 2017.
Department Administrators
News and Information
What is the difference between budget pool and level 2 in the account portion of FRIGITD, and when would you use each?
For the most part, these 2 views are the same, with the main exception being service center charges.

Finance has special account numbers for internal transactions, such as IT charges, telecommunication charges, catering charges, that represent one UCH unit charging another and earning revenue. These transactions are separated out in order to eliminate them from the financial statements. Service center charges fall under this realm of internal transactions.

However, Research Finance did not want these account numbers to be in the Internal Contractual Support budget pool since Grant budgets view these charges as supplies/purchased services. So, as a compromise, we created Accounts 72575, 75519, and 72251 that roll up into the Purchased Services and Supplies Budget Pools, but fall under the Internal Contractual Support Account Level 2 so that Finance can eliminate them.

Therefore, when you view a Grant at the Account Level 2 Level, any service center charges will show as activity in the Internal Contractual Support line, which would not match the budget for these charges. Viewing FRIGITD at the Budget POOL level will ensure you see the most accurate budget, as the service center charges will be presented in the appropriate Grant Budget pools of Purchased Services or Supplies.

I would suggest always using Budget Pool Level.
Is there a specific time when balances should not be pulled when payroll is processing? (is there a time the information is not fully processed – making the balances incorrect?) And if so, when is it?
The answer is... I guess it depends on what you are looking at. We have high confidence in Banner, and the data should never be incorrect.

At any given point in time, Banner will accurately reflect any payroll that has been posted. Each payroll entry is posted the Thursday afternoon or Friday morning of a pay week, always with a transaction date of the Friday check date. You can always drill into the salary detail to see if the most recent payroll has posted, if you are looking at data on a pay Friday.

If you are viewing data in a system/report that relies on Banner ODS data (for example: My Funding in AMS), data is always 1 day old. So, if the payroll entry is posted Friday AM, it will not be reflected in AMS until Saturday AM.

If you are viewing FRIGITD for a defined period of time, for example a prior month 1/1/17-1/31/17, then you should make a note to remove account 61040 and 65031, the payroll accruals, as each month includes an accrual posting for the current month, but reversal for the prior month, which will leave a balance in the accrual categories.

Depending on what exactly you are viewing, you may also want to ignore accounts 61360 and 65030, accrued compensated absences, as these are accrued for once a year and may not reflect true expenses that will hit the fund (if the comp time is not taken).
See you at the next SPONSORED PROGRAM ADMINISTRATION MEETING

March 8, 2017