AGENDA

OVPR/SPS News and Information
- Procurement News
- IPR Form
- JIT
- Internal Procedure Reminders
- Closeout Reminders
- FCOI Disclosure Reminder

NIH News and Information
- Resources For ASSIST
- NIH Forms E
- Project Outcomes
- Proposal Preparation
- NIH Closeout Policies
- eRA Commons Enhancements

NSF News and Information
- NSF Policy Updates
- Research.gov to Replace Fastlane

Grants.gov News and Information
- Workspace
# Internal Proposal Review Form (IPR)

**Principal Investigator/Contact PI**

<table>
<thead>
<tr>
<th>PI</th>
<th>NetID (Name)</th>
<th>Academic Dept (Name)</th>
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**Managing Dept / Center or Institute**

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<th>Managing Dept / Center or Institute (Name)</th>
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**Other Affiliated Center(s) (Name)**

**Department Proposal Reviewer**

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<tr>
<th>Name</th>
<th>NetID (Name)</th>
<th>Academic Dept (Name)</th>
<th>% Effort Committed (UCR)</th>
<th>% HOME</th>
<th>% Inst</th>
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**Multiple PI / Co-Principal Investigator and Other Key and/or Responsible Personnel**

Include information for all individuals identified by the PI as key and/or responsible personnel (responsible for the design, conduct, or reporting of research). Use supplement form if needed. All PIs/PIs should be listed on the same page.

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<th>% Effort Committed (UCR)</th>
<th>% HOME</th>
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<th>Responsible</th>
<th>Yes</th>
<th>No</th>
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**Sponsor**

- **Sponsor Name**
- **Notice of Opportunity** (Launch or provide other info)
- **If pass-through funding, list responsible sponsor**
- **Sponsor Deadline**
- **If more than one sponsor, list their deadlines**

**Project**

- **Project Title**
- **Start Date**
- **End Date**
- **F&A Rate**
- **Combined Total**

**Proposal Type**

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<th>Proposal Type</th>
<th>Program Type</th>
<th>Cost Sharing</th>
<th>Yes</th>
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**SPECIAL REVIEW / APPROVAL / NOTIFICATIONS**

- **Human Subjects**
- **Animal Subjects**
- **Hazardous Chemicals**
- **Controlled Substances**
- **Humanitarian Concerns**
- **Biological Agents / Toxins / Emerging DNA**
- **Radiation Devices**
- **New or Updated Space Facilities Needed**

**SPS INFORMATION**

- **Reviewer Approval**
- **Approval Date**
- **PCGI**
- **Full Copy Requested**

**Research. UConn.edu**


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*SPS reviewer initials represent that the reviewer agrees with the final determination indicated in accordance with the Subaward Dissemination Guidance [http://research.universityofconnec...](http://research.universityofconnec...)

**CERTIFICATIONS AND SIGNATURES**

**Principal Investigator(s) (PI) and Co-Principal Investigator(s) (Co-PI):**

(1) The information submitted within this application is true, accurate, complete, in my original work and to the best of my knowledge has not been used by other individuals in the preparation and submission of a similar application.

(2) I am aware that any false, fraudulent, or misleading statements or data may subject me to criminal, civil, or administrative penalties.

(3) I agree to accept responsibility for the conduct of the project and to provide the required reports. If a grant is awarded as a result of the application, I accept responsibility for the conduct of the project.

(4) If I am the only, I understand that I am responsible for compliance with Federal, State, and University policies and procedures, and for the technical quality of the work, the information of technical experts, regulatory compliance, and financial management.

(5) I am aware of Federal and State requirements on lobbying. I am in compliance and have disclosed any lobbying activity.

**Department/Division Head, Center Director, and/or Dean hereby certify to the following:**

(1) The proposed work is consistent with department, school, or center objectives and I endorse the proposal for the sponsor's approval.

(2) There are adequate resources and/or space available in order to conduct the proposed research or a plan has been made to secure alternate resources and/or space if the application is funded.

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<th>Dept./Div. Head</th>
<th>Center Director (Dean)</th>
<th>Dean</th>
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SPS PRE AWARD NEWS

SPS’s internal workflow process has gone electronic.

Will not impact the current process for Department Administrators.

We appreciate your patience while we adjust to our new electronic workflow.
In accordance with OMB Uniform Guidance for subrecipient monitoring: research applications submitted to federal agencies that include consortium projects involving human subjects research and/or animal research will be required to provide the subrecipient IRB/IACUC approval letters to UCHC at time of JIT.
Submit your SPS transactions (IPAS, Routing), to the SPS mailbox – SPS@uchc.edu.

TIP: take advantage of the email subject line to specify what the email contents relate to. Example: “Smith NIH routing”, “Smith R01AI112233 no cost extension”. Saved emails are a great resource tool!

Agreements outside of standard FDP terms require review of the SPS contracts specialist. Please allow extra time for this review process.

Inform your Project Officer of upcoming grant application submission deadlines.

Research applications in response to internal competitions do not require routing to SPS.
CLOSEOUT REPORTING - FINAL INVENTION

- Submit your final reports for closeout via IPAS to the SPS mailbox – **SPS@uchc.edu**.

- Use of the hard copy **NIH Final Invention Form HHS 568** is not required. Instead, indicate whether an invention has been reported in Section (E) notes on the IPAS form. The SPS office verifies invention reporting with the UConn Technology Commercialization office and then completes an on line final invention statement through the eRA Commons.
FINANCIAL CONFLICTS OF INTEREST

Investigators: Please complete and submit your 2018 Individual Financial Disclosure Form.

Current FCOI Disclosures must be in place before the institution is allowed to submit a grant proposal on behalf of the Investigator.

Who is considered an “Investigator” for this purpose?

- An “Investigator” is defined as the Principal Investigator and any other person who is responsible for the design, conduct, or reporting of research funded by the agency, or proposed for such funding, including subgrantees, contractors, or collaborators. The definition of Investigator includes the Investigator’s spouse and dependent children.
Resources Available for Preparing Your Application Using ASSIST

Video tutorials are available for assistance with using ASSIST for preparation, submission and tracking.
NEW NIH “FORMS-E”

Reminder to use FORMS-E Grant Application Forms and Instructions for application due dates on or after January 25, 2018.

Notice: [NOT-OD-18-009](#) provides additional information and helpful resources.
INTERIM AND FINAL RPPR – PROJECT OUTCOMES

- Project Outcomes will be made available to the general public through NIH’s RePORTER.

Tips and Tools Available for Writing the Outcomes for the Public:

- Written in layman language
- Write so that a 12th Grader would be able to understand the results of your research
- Do not include proprietary or confidential information or trade secrets
- Summarize the full competing segment, not just the last year
- Using plain language
- Outcomes example
- Readability checker
Who qualifies as a Senior/Key Person?

Unless otherwise noted in a FOA, senior/key personnel are defined as: *All individuals who contribute in a substantive, meaningful way to the scientific development or execution of the project*, whether or not salaries are requested. Consultants should be included in the “Senior/Key Person Profile Section if they meet this definition.
PROJECT PROPOSAL PREPARATION

Letters of Support

- Include letters of support that are necessary to demonstrate the support of consortium participants and collaborators such as Senior/Key Personnel and Other Significant Contributors included in the grant application.

- For consultants, letters should include rate/charge for consulting services and level of effort/number of hours per budget period.

- Letters ensuring access to core facilities and resources should stipulate whether access will be provided as a fee-for-service.

- Letters are not required for personnel (ex: research assistants) NOT contributing in a SUBSTANTIVE, MEASURABLE way to the scientific development or execution of the project.

- DO NOT include biographical sketches in the “Letters of Support” attachment.

GUIDANCE: SF424 (R&R) Application Form Instructions
NIH CLOSEOUT POLICIES

NIH will be strictly enforcing its closeout requirement policy.

In order for NIH to fulfill agency requirements under the Grants Oversight and New Efficiency (GONE) Act and HHS grants policy, unless a prior approval request has been submitted to the awarding IC, NIH will initiate unilateral closeout for all awards that fail to meet closeout requirements within 120 days.

Within 120 calendar days of the end of the period of project performance, NIH award recipients must submit:

- Final Federal Financial Report (FFR)
- Final Research Performance Progress Report (F-RPPR)
- Final Invention Statement and Certification (FIS)

Note: failure to submit a timely FFR, NIH will close the grant using the last accepted Federal Cash Transaction Report’s cash drawdown amount, resulting in possibly disallowed costs.

NOT-OD-18-107
eRA Enhancements:

New Link for ORCID in Personal Profile

ORCID ID (Open Researcher and Contributor ID), a personal digital identifier that distinguishes every researcher, is used by NIH and Grants.gov to relate publications to grants. In a release yesterday, a new link to access ORCID.org was added to the Personal Profile section of eRA Commons. This will allow principal investigators to create an ORCID ID to link to their Commons account, so that their publications can be linked to their grants.

The Personal Profile screens will be updated on Wednesday, January 10, to better align with best practices in security, user interface design, and industry standards. The navigation will be more user friendly, while the underlying functionality, fields, and requested information will remain the same.
The eRA Commons has added a new link to their home page: “New to eRA Commons?” The New to eRA Commons page provides step by step guidance on navigating the eRA Commons for the NIH grant process.
NSF POLICY UPDATES

PAPPG effective for all proposals submitted or due on or after January 29, 2018. The new NSF Grants.gov Application Guide is also available and will be effective for proposals submitted, or due, on or after January 29, 2018.

• Some PAPPG Significant Changes:
  • Increase in budget justification narrative from 3 page limit to 5 page limit
  • Collaborators and Other Affiliations template (COA)
  • Specifies the Project Description must contain “as a separate section with the narrative, a section labeled “Intellectual Merit”
• Policy FAQs – Participant Support Costs
• Modernizing Account Management
• Proposal Submission Modernization
  • In FY 2018 NSF will begin the use of Research.gov to prepare and submit proposals

Additional Information:
Slides from Webinar are available on their Website:
YouTube: NSF Modernization of Proposal Preparation and Account Management
Steps to Register as a User:

• Register as an “Applicant” in Grants.gov
  Grants.gov YouTube Video

• Complete the form fields with your name, email, username, password etc

• You will be sent a temporary code to confirm your email address.

• Complete the process by selecting “Add Organization Applicant Profile”.

• You will need to enter UConn Health DUNS: 022254226 to complete the registration.

• Contact your SPS Project Officer to assign you the “Manage Workspace Role”.

To apply for a grant:

• Go to “Search Grants” then enter the opportunity number or a keyword

• Select (1) Package (2) Apply (3) Create Workspace

(Remember, do not apply as an Individual - apply as an “applicant of an organization”.)
GRANTS.GOV WORKSPACE

Viewing Full Application with Attachments:

- Click on the “Grantor Image” tab. The grantor image is a preview of the application as the grantor agency will see it after submission.

*Note: this feature is not available for all funding opportunities at this time.*

Additional Information:
[Grants.gov YouTube Video](https://www.youtube.com/watch?v=example_video_id)
eBRAP Frequently Asked Questions
A new manual is available for SAMHSA applicants entitled “Developing a Competitive SAMHSA Grant Application”.

- This manual will provide applicants with valuable information about how to prepare a strong grant application.
- A webinar to review the manual will be held on February 7, 2018 from 2:00 - 3:30 pm. Instructions for logging/calling in: https://www.samhsa.gov/grants/grant-announcements-2018 (pre-registration is not necessary)

SAMHSA hosted another applicant webinar on December 15, 2017.

- The webinar provided information on how to submit applications to SAMHSA using NIH’s eRA System, including application and registration processes, requirements and validations, and the post-submission process.
- A recording of the webinar and transcript can be found at: https://www.youtube.com/watch?v=BFluJUvrM-g
• Attorney General Contract Approval Requirements

• Impact of Cutting The Red Tape Legislation
Impact of “Cutting the Red Tape” Legislation on Grant-Funded Research

MATT LARSON, UNIVERSITY DIRECTOR OF PROCUREMENT SERVICES
ELIEZER STRASSFELD, ASSOCIATE DIRECTOR PROCUREMENT CONTRACTING
“Cutting the Red Tape” Legislation

- Eliminates the dual sourcing processes for Grant-funded purchases
- “Outside Funds Purchases”
  - Purchases $150k or less may be made based on 3 quotes.
  - Purchases of any value may be made through a process required by a sponsor/funder (for example, federal processes would be used for federally-funded grants).
- As research consulting contracts come to Procurement & UG sourcing requirements are applied, Procurement will use legislation to mitigate impact on research wherever possible.
- Also more flexibility for “Overseas Purchases” and “Collaboration Contract Purchases”
- Details at https://contracting.uconn.edu/cutting-the-red-tape-policies-and-procedures/
Have a topic you would like covered at one of the SPA Meetings? Email us at SPS@uchc.edu