



RESEARCH ADMINISTRATION UPDATES AND ITEMS OF INTEREST

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OFFICE OF THE VICE PRESIDENT OF RESEARCH ~ OFFICE OF SPONSORED PROJECTS

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This newsletter is a produced by the Office of Sponsored Projects to provide agency updates, grant policy changes, and best practices in grant management for Researchers and Research Administrators. Please visit http://research.brown.edu/rschadmin/OSP_Newsletter.php for archives.

Policy Updates

US – EU Open Skies Agreement Amended

Non-Federal and Civilian Agency Funded passengers are allowed to fly on EU airlines even if there is a GSA airline City Pair Contract fare in effect between the origin and destination points.

Agency Updates

Reminder Many Changes Affecting Application Submission go into effect for the January 25, 2011 Deadline!

<http://grants.nih.gov/grants/guide/notice-files/NOT-OD-11-021.html>

Please keep in mind that **several policies affecting the submission of NIH grant applications are in effect for the January 25, 2011 due date and thereafter.** These policies include:

- Elimination of the Error Correction Window
- NIH Policy on Post-Submission Application Materials
- New Form Requirements
- End of the “Grandparent” A2 applications
- New Time Limit for NIH Resubmission Applications

New Page Limits for NIH Individual Career Development (K) Award Applications

<http://grants.nih.gov/grants/guide/notice-files/NOT-OD-11-027.html>

The National Institutes of Health (NIH) announced that **beginning with due dates after January 7, 2011**, new page limits will be imposed for the following sections of the Career Development Award Supplemental Form:

- The Mentoring Plan attachment will be **limited to 6 pages.**
- The Statements by Mentor, Co-Mentors, Contributors attachment will be **limited to 6 pages.**
- The Description of Institutional Environment attachment will be **limited to 1 page.**
- The Commitment to Candidate's Research Career Development attachment is **limited to 1 page.**

*“New Page Limits for NIH
Individuals Career
Development (K)
Applications”*

*“Except when required
in an NSF solicitation,
voluntary committed
cost sharing is
PROHIBITED”*

*“New Data
Management Plan
Requirement for
Proposals Submitted to
NSF”*

*“Revised NSF
Grants.gov Guide”*

Executive Level I Annual Salary Rate for FY 2011 is Frozen at FY 2010 Level

<http://www.opm.gov/oca/11tables/indexSES.asp>

Effective January 1, 2011, the **Executive Level I salary rate is \$199,700** (frozen at FY 2010 Level).

Revised Data Tables Available for Ruth L. Kirschstein NRSA Training Grant Applications

<http://grants.nih.gov/grants/guide/notice-files/NOT-OD-11-025.html>

NIH has announced the availability of the **revised Data Tables for Ruth L. Kirschstein National Research Service Award (NRSA) Training Grant applications**. The Data Tables can be found at: <http://grants.nih.gov/grants/funding/424/index.htm#datatables>.

Use of the former version of the data tables will be allowed for the January 25, 2011 submission deadline. However, **beginning with the May 25, 2011 deadline, all applications must use the revised data tables.**

Change in NIAAA Policy on K Award Support

<http://grants.nih.gov/grants/guide/notice-files/NOT-AA-10-005.html>

National Institute on Alcohol Abuse and Alcoholism (NIAAA) has instituted a **new policy for salary support of K awards**. **Beginning in FY 2011** with awards made for new and renewal applications the following conditions of salary support will be implemented:

K99/R00	up to \$90,000 plus fringe benefits per year
K22	up to \$90,000 plus fringe benefits per year
K01, K02, K07, K08, K23, K25	up to \$90,000 plus fringe benefits per year
K18	up to the maximum legislative cap plus fringe benefits for a minimum of 50% effort
K24	up to the maximum legislative cap plus fringe benefits for a 25% to 50% effort
K05	up to \$140,000 plus fringe benefits per year

Existing awards will be maintained at the current level of salary support. **Renewal applications awarded in FY2011 and beyond will fall under the new salary cap guidelines.**

Reminder NSF Proposal & Award Policies & Procedures Guide goes into Effect for Proposals Submitted, or Due, on or After January 18, 2011

The significant changes include:

- A requirement that all proposals submitted to NSF contain an up to two page Data Management Plan as a Supplementary Document; (<http://www.nsf.gov/bfa/dias/policy/dmpfaqs.jsp>)
- Implementation of the National Science Board's recommendations regarding cost sharing. (http://www.nsf.gov/pubs/policydocs/csfaqs_jan11.pdf)

NSF has Issued an Updated Grants.gov Application Guide – A Guide for Preparation and Submission of NSF Applications via Grants.gov

The revised guide is effective for **applications submitted, or due, on or after January 18, 2011** and it can be found at:

http://www.nsf.gov/pubs/policydocs/grantsgovguide0111.pdf?WT.mc_id=USNSF_179

Did you know to...

Check your application status in eRA Commons – Do not rely on E-Mail Notification

Email can be unreliable. Email notifications sent by eRA can be blocked or caught by spam filters for various reasons. Please track your application through a viewable application in eRA Commons, correcting any errors encountered along the way.

*****Remember*** IF YOU CAN'T VIEW IT, THE AGENCY WILL NOT BE ABLE TO REVIEW IT!**

Coeus Update

Coeus 4.4.3 Release

Coeus 4.4.3 release will be implemented February 2011. Two Coeus sessions are scheduled to go over the highlights of the new release.

- 02/07/2011 – 9:30 am ~ 11am / 121 South Main St.
- 02/09/20 11 – 10am ~ 11:30am / BOB 2nd Floor

Career Award Proposals for 02/12/2011 Deadline

NOTE - For those that are planning to submit **Career Awards Proposals** for the 2/12/11 deadline; Coeus will not have one of the needed forms for that submission. Career Awards Proposals must use the Adobe Application forms from Grants.gov and must be submitted through the portal.

[The Adobe Grants.gov package must be uploaded to the Coeus record for internal approval routing and submission].

Contact your Contract Administrator in the Office of Sponsored Projects if you have any questions.

Coeus Tip of the Month:

Coeus applies the **Narrative Type** selected as the file name on the Grants.gov forms **EXCEPT** for the Narrative Types **Other** or **Attachment!**

When **Other** or **Attachment** Narrative Type is used, you must enter the file name the **Module Title** field. The text should **NOT contain ANY spaces or special characters**. Special characters or symbols will cause errors in application transmission.

The screenshot shows the 'Add Module' dialog box. It contains the following fields and values:

- Proposal No.: 00001170
- Sequence No.: 1
- Module No.: 1
- Status: Incomplete
- Narrative Type: Other
- Module Title: Letters_of_Support
- File Name: Letters_of_Support.pdf

A red box highlights the 'Module Title' field with the text 'Enter the File Name Here!'. A red arrow points to the 'Narrative Type' dropdown menu.

***Please refer to the agency specific instruction for the required file name conventions.**

OSP Training

As part of our effort to keep the campus community informed on issues related to research administration, the Office of Sponsored Projects is pleased to offer the following training opportunities for faculty and staff involved:

Coeus Training

Learn how to use the University's sponsored project management system, Coeus. Classes include creating proposals, budgets, submitting Grants.gov proposals, and viewing proposal and award records.

[[more info](#)]

Post Award Training

Learn best practices in Post Award management. Sessions covering travel, commitments, administrative costs, and other areas of post award administration are offered.

[[more info](#)]

To register for classes, go to [Training.brown.edu](http://training.brown.edu) at <http://training.brown.edu/index.php?campaign=68>

Questions or comments about the Newsletter should be directed to the editors: Katarzyna Szulc, Contract & eRA Administrator (katarzyna_szulc@brown.edu) or Jennifer Quinn, Research Services Manager (Jennifer_Quinn@brown.edu)