



# RESEARCH ADMINISTRATION UPDATES AND ITEMS OF INTEREST

FEBRUARY  
2014

OFFICE OF THE VICE PRESIDENT FOR RESEARCH / OFFICE OF SPONSORED PROJECTS

This newsletter is produced by the Office of Sponsored Projects to provide agency updates, sponsor policy and procedural information, and guidance and training in all aspects of sponsored project administration for Researchers and Research Administrators. Please visit <http://www.brown.edu/research/newsletters> for archives.

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## OSP / OVPR UPDATES

### ➤ **New Fringe Benefit Rates**

Effective January 29, 2014, Employee Benefit Rates have changed as detailed below.

- Note: Facility and Administrative Cost Rate has NOT changed.

#### **Full-Time Employees**

Type	From – To	Rate / Location
Fixed	07/01/2013 – 06/30/2014	30.50% - All
Fixed	07/01/2014 – 06/30/2015	30.50% - All
Provisional	07/01/2015 Until Amended	30.10% - All

#### **Part-Time Employees**

Type	From – To	Rate / Location
Fixed	07/01/2013 – 06/30/2014	8.00% - All
Fixed	07/01/2014 – 06/30/2015	7.50% - All
Provisional	07/01/2015 Until Amended	7.80% - All

A copy of the agreement can be found at:

[http://www.brown.edu/research/sites/brown.edu.research/files/Rate\\_Agreement\\_1\\_29\\_14\\_Posted.pdf](http://www.brown.edu/research/sites/brown.edu.research/files/Rate_Agreement_1_29_14_Posted.pdf)

***The Coeus Benefit Rates Table has been updated in accordance with this new rate agreement.***

## AGENCY UPDATES

NIH  
UPDATE➤ **Ruth L. Kirschstein National Research Service Award (NRSA) Stipends, Tuition/Fees and Other Budgetary Levels Effective for Fiscal Year 2014**[NOT-OD-14-046](#)

Effective with all Kirschstein-NRSA awards made **on or after October 1, 2013**, the following annual stipend levels apply to individuals receiving support through institutional research training grants or individual fellowships, including the Minority Access to Research career (MARC) program.

Career Level	Years of Experience	Stipend for FY 2014	Monthly Stipend
Undergraduate	Freshmen/Sophomores	\$8,472	\$706
	Juniors/Seniors	\$11,856	\$988
Predocctoral	ALL	\$22,476	\$1,873
Postdoctoral	0	\$42,000	\$3,500
	1	\$43,680	\$3,640
	2	\$45,432	\$3,786
	3	\$47,244	\$3,937
	4	\$49,128	\$4,094
	5	\$51,096	\$4,258
	6	\$53,148	\$4,429
	7 or more	\$55,272	\$4,606

These current stipend levels are to be used in the preparation of future competing and non-competing NRSA institutional training grants and individual fellowship applications. They will be administratively applied to all applications currently in the review process.

The Tuition and Fees, Training Related Expenses, and Institutional Allowance for Kirschstein-NRSA Recipients **remain unchanged**.

*Note: Coeus has been updated with the new Stipend Levels*

➤ **Notices of Intent to Publish the Reissuance of Ruth L. Kirschstein National Research Service Awards (NRSA) Funding Opportunity Announcements**

[NOT-OD-14-056](#); [NOT-OD-14-057](#); [NOT-OD-14-058](#); [NOT-OD-14-059](#); [NOT-OD-14-060](#)

The National Institutes of Health (NIH), with participating NIH Institutes and Centers, intends to reissue the following FOAs no later than March 7, 2014 for applications due April 8, 2014 and subsequently:

Funding Opportunity Announcement	Estimated Publication Date of Announcement	First Estimated Application Due Date
Ruth L. Kirschstein NRSA for Individual Predocctoral MD/PhD and Other Dual Doctoral Degree Fellows (Parent F30) (PA-11-110)	March 7, 2014	April 8, 2014
Ruth L. Kirschstein NRSA for Individual Predocctoral Fellows (Parent F31) (PA-11-111)	March 7, 2014	April 8, 2014
Ruth L. Kirschstein NRSA for Individual Postdoctoral Fellows (Parent F32) (PA-11-113)	March 7, 2014	April 8, 2014
Ruth L. Kirschstein NRSA for Individual Senior Fellows (Parent F33) (PA-11-114)	March 7, 2014	April 8, 2014
Ruth L. Kirschstein NRSA for Individual Predocctoral Fellowships to Promote Diversity in Health-Related Research (Parent F31 - Diversity) (PA-11-112)	March 7, 2014	April 13, 2014

➤ **Updated Electronic Application Forms (FORMS-C) Now Available for Administrative Supplement (non-competing Type 3), Successor-in-Interest (Type 6), and Change of Grantee Organization (Type 7) Applications**

[NOT-OD-14-044](#)

New Funding Opportunity Announcements (FOAs) have been posted with updated application forms packaged FORMS-C) for the following applications types:

- Administrative Supplements (non-competing Type 3)
- Successor-in-Interest (Type 6)
- Change of Grantee Organization (Type 7)

NIH allows the transition period through February 28, 2014, during which time application for both the FORMS-B and FORMS-C FOAs will be accepted. The new FOAs with FORMS-C application forms must be used for submissions made on/after March 1, 2014.

FOAs	FORMS-B Application Forms	FORMS-C Application Forms
	Submissions will be accepted <u>through</u> <u>02/28/2014</u>	NEW and available for IMMEDIATE use <b>MUST be used <u>on/after</u> 03/01/2014</b>
<b>Administrative Supplements to Existing NIH Grants and Corporative Agreements</b> (Parent Admin Supp)	<a href="#">PA-12-100</a>	<a href="#">PA-14-077</a>
<b>Successor-in-Interest</b> (Parent Type 6)	<a href="#">PA-12-269</a>	<a href="#">PA-14-079</a>
<b>Change of Grantee Organization</b> (Parent Type 7)	<a href="#">PA-12-270</a>	<a href="#">PA-14-078</a>

➤ **NIH Fiscal Policy for Grants Awards – FY 2014**

[NOT-OD-14-055](#)

The following NIH fiscal policies are instituted in FY 2014:

**FY 2014 Funding Levels**

- Non-competing continuation awards that have already been made in FY 2014 were generally funded at levels below that indicated on the most recent Notice of Award (generally up to 90% of the previously committed level) as described in [NOT-OD-14-012](#), and in [NOT-OD-14-043](#).  
**Such reductions may be fully or partially restored, depending on the Institute or Center.**
- Non-competing continuation grants (research and non-research) including those that remain to be issued in FY 2014 likely will be made **within the range between the commitment level indicated on the Notice of Award and 3 percent below that level.**
- Out-year commitments for continuation awards in FY 2015 and beyond will remain **unchanged**.
- The number of competing awards will likely exceed the number of competing awards in FY 2013.
- The NIH awarding Institutes/Centers (IC) will develop and post their fiscal policies consistent with overall NIH goals and available FY 2014 funds.

**Ruth L. Kirschstein National Research Service Awards (NRSA) – FY 2014**

- The Undergraduate and Graduate student stipends have been increased by 2%.
- Entry level postdoctoral stipends will be increased to \$42,000 with 4 percent increases between the

individual levels of experience.

- The full range of stipend adjustments for FY 2014 is described in this newsletter as well as in the following notice: [NOT-OD-14-046](#).

#### **New Investigators**

- NIH will continue to support new investigators on R01 equivalent awards at success rates comparable to that of established investigators submitting new (Type 1) R01 equivalent applications.

#### **Salary Limits**

- Section 203 of the [Consolidated Appropriations Act 2014](#) prohibits payments for salaries under grants and other extramural mechanisms in excess of Executive Level II. [NOT-OD-14-052](#)

#### **Other Legislative Mandates**

- Other statutory requirements are described in [NOT-OD-14-053](#).

### ➤ **Notice of Salary Limitation on Grants, Cooperative Agreements, and Contracts**

#### [NOT-OD-14-052](#)

For FY 2014, the Consolidated Appropriations Act, 2014 (Public Law 113-76) signed into law on January 17, 2014, restricts the amount of direct salary charged to NIH grant and cooperative agreements and extramural research and development contract awards to **Executive Level II** of the Federal Executive Pay scale. The Executive Level II salary has increased to **\$181,500 effective January 12, 2014**.

Please see the [notice](#) for more details.

### ➤ **Notice of Legislative Mandates in Effect for FY 2014**

#### [NOT-OD-14-053](#)

For FY 2014 Consolidated Appropriations Act, 2014 (Public Law 113-76) signed into law on January 17, 2014 provides funding to NIH for the fiscal year ending September 30, 2014. The following statutory provisions that limit the use of funds on NIH grant, cooperative agreement, and contract awards for FY2014 are in effect:

- (1) Salary Limitation (Section 203)
- (2) Gun Control (Section 217)
- (3) Anti-Lobbying (Section 503)
- (4) Acknowledgment of Federal Funding (Section 505)
- (5) Restriction on Abortions (Section 506)
- (6) Exceptions to Restriction on Abortions (Section 507)
- (7) Ban on Funding Human Embryo Research (Section 508)
- (8) Limitation on Use of Funds for Promotion of Legalization of Controlled Substances (Section 509)
- (9) Dissemination of False or Misleading Information (Section (515(b))
- (10) Certification of Filing and Payment of Taxes (Section 518)
- (11) Restriction on Distribution of Sterile Needles (Section 522)
- (12) Public Access to Scholarly Publications (Section 527)

➤ **Notice of Revised Terms of Award for All Recovery Act Awards to Repeal Section 1512 Reporting Requirements effective February 1, 2014**

[NOT-OD-14-054](#)

Effective **February 1, 2014** the Terms of Award for all Recovery Act awards have been amended to repeal the Section 1512 reporting requirement:

All NIH grants awarded with Recovery Act funds were subject to special terms and conditions, including quarterly reporting through [www.FederalReporting.gov](http://www.FederalReporting.gov) in accordance with Section 1512 of the Act.

**Recipient reporting for Recovery Act awards has been repealed by Congress as of February 1, 2014. Therefore, the terms and conditions for all ARRA awards have been amended to reflect this change in reporting requirements.** The January 2014 reporting cycle was the last time grantees will be required to report on ARRA awards. If a report on [FederalReporting.gov](http://FederalReporting.gov) requires a change or correction, grantees will have until March 19, 2014, to do so. Grantees will also have until March 19, 2014, to submit an Automatic Data Change request to make changes to a report from a quarter other than Quarter 4, 2013.

➤ **Timetable for Next Round of Resubmission of New Investigator R01 Applications Changed for October 2014 Council**

[NOT-OD-14-050](#)

Due to the rescheduled meetings in the January 2014 council round, some CSR study section meetings in the May 2014 council round will be held on a delayed schedule in March 2014. **New Investigators** whose new R01 (A0) applications are being reviewed in these delayed CSR meetings may wish to take advantage of the next round resubmission option for their A1 applications.

To allow **New Investigators reviewed in March 2014 meetings** sufficient time to prepare a next round resubmission application (A1) for the October 2014 council, a staggered resubmission deadline is being instituted. Specifically, these eligible New Investigator resubmitted A1 applications will be due 30 days after release of the summary statement for the original A0 application.

The table below outlines the changes, which apply only to eligible New Investigator R01 A1 applications when the original (A0) application is reviewed in CSR during March 2014.

Review Date	Resubmission Date
New Investigator R01 A0 reviewed in February 2014	April 10, 2014
New Investigator R01 A0 reviewed in March 2014	30 days after release of A0 Summary Statement

For example, if your New Investigator R01 A0 application summary statement was released on March 20, 2014, you will have until April 19, 2014 to resubmit your A1 application.

AHRQ  
UPDATE

➤ **Reminder to AHRQ Grantees that FY 2009 Funds will Expire on September 30, 2014**

[NOT-HS-14-011](#)

All AHRQ grant recipients who received grant funding from AHRQ in Fiscal Year (FY) 2009 (10/01/2008 - 9/30/2009) are being reminded that they need to review all FY2009 documents to ensure that all disbursements have been recorded on the Federal Financial Report. **FY2009 fixed appropriation funds will cancel on September 30, 2014. As of September 30, 2014, remaining FY2009 funds will no longer be available for program expenditures, obligations, or payment requests in the Payment Management System.** The last day to draw on these FY2009 funds is September 29, 2014. The last opportunity to report disbursements on the September 30, 2014 Federal Financial Report is December 31, 2014. Grantees may contact their PMS liaison accountant for assistance.

NSF

UPDATE

### ➤ **The National Science Foundation (NSF) – FastLane Budget Justification Issue**

Due to a recently discovered **FastLane system issue**, FastLane is preventing proposal submission **if a budget justification has been completed for a Subaward budget but not the primary budget**. NSF policy (Grant Proposal Guide Chapter II.C.2.g.) requires at least **one budget justification of up to three pages per NSF proposal** be entered for the primary budget and allows the option of submitting additional budget justifications for each Subaward budget, **as long as the total of all justifications does not exceed three pages**. Until this issue can be resolved, **please ensure that a budget justification has been completed for each proposal's primary budget prior to proposal submission**.

This is only impacting NSF proposals that are submitted **directly via FastLane**. NSF Proposals submitted via Coeus require a Budget Justification to be uploaded to the Primary Budget in addition to Budget Justifications uploaded with the Subaward Budgets. However, no matter the submission method, please ensure that the **TOTAL of ALL Budget Justifications DOES NOT exceed 3 pages**.

### ➤ **Update: FastLane Proposal Checks for Preliminary Proposals and Supplementary Funding Requests**

**Effective December 21, 2013**, NSF's FastLane system no longer provides 'Required Item' or 'Warning' messages if the following sections are **not included in a preliminary proposal or supplemental funding request**:

- project description;
- references cited;
- biographical sketches;
- budget; budget justification;
- current & pending support;
- facilities, equipment & other resources.

Prior to submission of a preliminary proposal or supplemental funding request, proposers are strongly encouraged to perform an administrative review to ensure that the submission complies with applicable instructions. Automated compliance checking and enforcement for other proposal types will continue.

<http://www.nsf.gov/bfa/dias/policy/autocompliance.jsp>

Please contact your Contract Administrator for further questions on submitting a Preliminary Proposal and Supplementary Funding request.

### **\*\*\*eRA Commons Enhancements\*\*\***

The following are highlights of eRA Commons' January 30-31 system-wide software release. These are just some of the many features rolled out in this release; check out the [release notes](#) for more information on features and fixes:

- ➔ **Changes in RPPR for Multi-year funded Grants** – with this release, NIH multi-year funded (MYF) awards must be submitted using the RPPR module in eRA Commons. **This change goes into effect January 31, 2014**. Grantees are able to initiate multi-year funded award progress reports via the Status screen in eRA Commons. For more information, please see the [Submit Progress Report](#) page, the Guide Notice [NOT-OD-14-026](#), and coming soon will be the updated [NIH Research Performance Progress Report \(RPPR\) Instruction Guide](#) that will be available on or about the time of the release.
- ➔ **Project Title Field Expanded** – With this release, eRA systems and databases will be able to accept **grant application titles up to 200 characters**. The project titles will no longer be truncated to the previous limit of 81 characters. Not all eRA screens and reports will reflect the expanded project title with this initial implementation. Over time these will be updated.  
**\*\*\*NOTE\*\*\*** When submitting a Revision application, applicants must use the exact project title displayed in eRA Commons for the awarded application. If the project title of the awarded grant was previously truncated to 81 characters, then only those 81 characters can be used for the Revision application.
- ➔ **Improved Continuous Submission Eligibility Information** – Principal Investigators (PIs) and Signing Officials (SOs) are now able to view real time eligibility for continuous submission within eRA Commons.

## COEUS UPDATES & REMINDERS

### COEUS UPDATE / COEUS TIPS

## NSF PROPOSALS SUBMITTED VIA COEUS SYSTEM-2-SYSTEM

### → PI's NSF ID

Recently we have come across scenarios where PIs have multiple accounts in FastLane with the same e-mail address which causes confusion in the FastLane system at the time of proposal submission and the proposals are not being associated with the preferred account.

In order to avoid this problem, we ask that you enter:

- The NSF ID of the PIs preferred account (if more than one account) in the **Agency Credentials field of the Proposal Personnel Section of Coeus.**
- The NSF ID will dictate which FastLane account the submitted proposal should be associated with.

**Proposal Personnel**

Proposal Number: 00009620 Sponsor: 001844 : National Institute of Child Health and Human Develo...

Full Name	Title
Szulc, Katarzyna	Senior Contract & Era Administrator

**Person Details**

Organization Personal Contact Info Misc Other

Address 1: Box 1929  
 Address 2:  
 Address 3:

City: Providence County:  
 State/ Province Name: Rhode Island Postal Code: 029121929  
 Country: United States Fax:  
 Pager: Mobile:

Agency Credentials: 000570047

### → Download Frequency of NSF Applications from Grants.gov

Due to the limitation placed by Grants.gov on how often agencies (except NIH) can download the applications from Grants.gov, NSF can only pick up applications from Grants.gov **every 2 hours starting at 5:50 am until 11:50 pm** daily.

#### Specific NSF Pick-Up Times from Grants.gov:

5:50 am	7:50 am	9:50 am	11:50 am
1:50 pm	3:50 pm	5:50 pm	7:50 pm
9:50 pm	11:50 pm		

#### What does this mean to us?

If we submit a proposal via Coeus System-2-System at **12:00 pm**, the NSF will download the application from Grants.gov at **1:50 pm** and if there are no errors identified with the submission you should expect to see it inserted in to FastLane shortly after that time. If there are errors/warnings identified, an e-mail message will be sent around that time identifying such.

**In light of this, OSP will try to submit NSF proposal applications as soon as possible to the next scheduled pick-up time to avoid prolonged waiting periods to see if the application was successfully inserted into FastLane and if any errors/warnings have been identified.**

### Coeus User Group Meeting

The meeting is intended to allow Coeus Users to network, share best practices, learn new business process changes, and address Coeus issues.

**If you have ideas for topics to discuss please email [Kat Szulc](mailto:Kat Szulc) ([Katarzyna\\_Szulc@Brown.edu](mailto:Katarzyna_Szulc@Brown.edu)).**

#### Next Meeting

Wednesday – March 19, 2014  
 Smith-Buonanno Hall – Room G12  
 10:00 am – 11:30 am

## TRAINING

### OSP TRAINING SPOTLIGHT

#### SPONSORED PROJECTS TRAINING MARCH OFFERINGS

- **Are you submitting an NIH Ruth L. Kirschstein National Research Service Award (NRSA) proposal?**  
*Learn how to prepare submissions for upcoming Fellowship and Training Grant opportunities.*

✚ Pre Award: NIH Assorted Training – Ruth L. Kirschstein NRSA Individual Fellowships	03/05/2014
✚ Pre Award: NIH Assorted Training – NRSA Institutional Training (T) Grants	03/27/2014

- **Got Equipment?**  
*Learn about the policy and regulations concerning the management of all Brown-held equipment.*

✚ Research Equipment & Property Management	03/07/2014
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- **Need to figure out how to allocate costs on your Grant?**  
*Learn the costing principles associated with allocability.*

✚ Post-Award: Allocation of Costs	03/24/2014
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- **Want to become a master of Coeus?**  
*Learn how to create a proposal in Coeus Lite or how to use the hierarchy function to combine multiple budgets in Coeus.*

✚ CoeusLite: Proposal Development	03/04/2014
✚ Coeus: Proposal Hierarchy	03/26/2014

To register for classes, please navigate to [Brown Learning Point Page](#) and log in using your Brown User Name and Password. The training classes can be found by clicking on the “*Sponsored Research Related Training*” from your homepage.

### ABOUT OSP TRAINING

The Office of Sponsored Projects is pleased to offer numerous training opportunities for faculty and staff. Topics Include:

- **Coeus Training**
  - Learn how to use the University’s sponsored projects management system.
- **Pre-Award Training**
  - Learn best practices in Pre-Award management. Sessions range from preparation of proposals and budgets to subawards.
- **Post-Award Training**
  - Learn best practices in Post-Award management. Sessions ranging from travel on sponsored projects to allocation of costs.

Sponsored Projects Training Sessions are listed on [LearningPoint](#), Brown’s Professional Development System.

◆ To register for classes, please navigate to [www.brown.edu/learningpoint](http://www.brown.edu/learningpoint) and log in using your Brown User Name and Password.

◆ The training classes can be found by clicking on the “*Sponsored Research Related Training*” from your homepage.

### CONFERENCES & NCURA EDUCATIONAL PROGRAMS

**NCURA is coming to Providence!**

#### [Financial Research Administration Workshop](#)

Providence Marriott Downtown  
Providence, RI  
June 23 – 25, 2014

#### [Level I: Fundamentals of Sponsored Project Administration Workshop](#)

Providence Marriott Downtown  
Providence, RI  
June 23 – 25, 2014

#### [Level II: Sponsored Project Administration Workshop](#)

Providence Marriott Downtown  
Providence, RI  
June 23 – 25, 2014

*Questions or comments about the Newsletter should be directed to the editor:  
Katarzyna Szulc, Senior Contract & eRA Administrator (Katarzyna\_Szulc@brown.edu)*