




# RESEARCH ADMINISTRATION UPDATES AND ITEMS OF INTEREST

JANUARY  
2015

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, 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. To subscribe, Faculty/Investigators can go to <https://listserv.brown.edu/archives/cqi-bin/wa?SUBED1=OSPNEWSLETTER&A=1>

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OSP / OVPR Updates	1	 <h2 style="text-align: center;">OSP / OVPR UPDATES</h2> <p>➤ <b>Investigator Access to View IRB Protocols in Coeus Lite</b></p> <p>The Research Protections Office (RPO) is pleased to announce that Investigators (and designees) now are able to electronically view their IRB protocols in Coeus Lite. The following information about protocols is available:</p> <ul style="list-style-type: none"> <li>• Currently approved consent/assent documents</li> <li>• Submission status</li> <li>• IRB approval memos</li> <li>• Other study related information (e.g. <i>number of participants</i>)</li> </ul> <p>The following resources are available to assist users with accessing Coeus Lite and viewing their protocol information.</p> <ul style="list-style-type: none"> <li>• <a href="#">Coeus IRB View Protocol Quick Guide</a></li> <li>• <a href="#">Coeus IRB Protocol View web page</a></li> <li>• <a href="#">IRB View Protocol Screencast</a></li> </ul> <p>If you have any questions, please contact Christiana Provencal, Outreach Manager, at 863-5729, or <a href="mailto:Christiana.Provencal@Brown.edu">Christiana.Provencal@Brown.edu</a>.</p> <p>➤ <b>Uniform Guidance Update</b></p> <p>The new Federal grants management regulations known as “Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards (2 C.F.R 200),” or the Uniform Guidance went into <b>effect December 26, 2014</b>.</p> <p><b>*All new awards and increments of funding made on or after December 26, 2014 will be subject to the new Guidance.*</b></p>
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To support Brown's research community with the implementation of these new regulations, OSP is developing resources and tools to assist with interpreting these new regulations, implementing required policy and/or procedure changes, and tracking awards under the new guidance:

1. A new [Uniform Guidance Webpage](#) has been created to provide a resource to navigate the Uniform Guidance, to track Federal Agency implementations of the Uniform Guidance, and to post various FAQs and documents to help understand the new regulations.
2. A new field has been added to the Award record in Coeus – **Uniform Guidance Effective Date**. The field is located on the Award Details Tab. The purpose of this field is to allow end users to see if the Uniform Guidance is applicable to an award and when the new regulations go into effect.

Award Detail	Other Header	Money and End Dates	Contacts	Reports	Terms	Special Review	Investigator	Key Person	Com
Award No:	004267-001	Sequence No:	1	Status:	Active				
Sponsor Award No:	na	Account:	1111111	NSF Code:	Aeronautical and Astron...				
Modification No:		Effective Date:	21-Jan-2015	Execution Date:					
Begin Date:	21-Jan-2015	Sponsor:	000471	National Institute of Health					
Activity Type:	Organized Research	Award Type:	Advance	CFDA No:	.				
Account Type:	Sponsored Project	Dfafs No:							
Sub Plan:	Not Required	Uniform Guidance Effective Date:	15-Jan-2015						

3. The Award Notice sent out from OSP will have updated language (see example below) to clarify that the award falls under the new federal grants management regulations. In addition, any new sponsor and/or award specific terms related to the Uniform Guidance will be highlighted. Please contact your Grant/Contract Accountant if you have any questions related to your award terms and conditions.

*This award falls under the new federal grants management regulations known as the Uniform Guidance. The Office of Management and Budget (OMB) issued the "Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards" which consolidates, streamlines and supersedes eight existing OMB Circulars, including Circulars A-21, A-110 and A-133. All new federal awards and increments of funding made on or after December 26, 2014 are subject to the new Guidance. The Guidance is located at: <https://www.federalregister.gov/articles/2013/12/26/2013-30465/uniform-administrative-requirements-cost-principles-and-audit-requirements-for-federal-awards>*

## FEDERAL AND NON-FEDERAL SPONSOR / AGENCY UPDATES

### GRANTS.GOV

#### ➤ Grants.gov Down for Scheduled Maintenance – February 14<sup>th</sup> – 17<sup>th</sup>

Grants.gov will be down the weekend of February 14<sup>th</sup> – 17<sup>th</sup> for a planned upgrade to the system. The Scheduled Maintenance Outage details are:

Production System will go **Offline** Saturday February 14, 2015 at 12:01 AM EDT.

Production System will go **Online** Tuesday February 17, 2015 at 6:00 AM EDT.

While NIH has adjusted due dates for many of their opportunities ([see below](#)), other agencies may still adhere to their defined due dates during this time. Please prepare applications accordingly to accommodate for this down time.

## NIH UPDATE

### ➤ **Ruth L. Kirschstein National Research Service Award (NRSA) Stipends, Tuition/Fees and Other Budgetary Levels Effective for FY15**

[NOT-OD-15-048](#)

Stipend levels for FY15 Kirschstein-NRSA awards for undergraduate, predoctoral, and postdoctoral trainees and fellows have increased. Effective for all Kirschstein-NRSA awards made on or after October 1, 2014, the following annual stipend levels apply:

#### ***Undergraduates in the MARC Program – T34:***

Career Level	Stipend for FY 2015	Monthly Stipend
Freshmen/Sophomores	\$8,640	\$720
Juniors/Seniors	\$12,096	\$1,008

#### ***Predoctoral (Training Grants T32, T35, T90, TL1 and Individual Fellowships F30 and F31):***

Career Level	Years of Experience	Stipend for FY 2015	Monthly Stipend
Predoctoral	All	\$22,920	\$1,910

#### ***Postdoctoral (Training Grants T32 and T90 and Individual Fellowships F32):***

Career Level	Years of Experience	Stipend for FY 2015	Monthly Stipend
Postdoctoral	0	\$42,840	\$3,570
	1	\$44,556	\$3,713
	2	\$46,344	\$3,862
	3	\$48,192	\$4,016
	4	\$50,112	\$4,176
	5	\$52,116	\$4,343
	6	\$54,216	\$4,518
	7 or More	\$56,376	\$4,698

- 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.
- The stipend levels will be administratively applied to all applications currently in the review process.
- All FY 2015 awards previously issued using FY 2014 stipend levels will be revised to adjust stipends to the FY 2015 levels.

\*Tuition and Fees, Training Related Expenses for trainees, and the institutional allowance for individual fellows **remain unchanged**.

***Coeus has been updated with current Stipend Levels for proposal budget preparation.***

### ➤ **Adjustments to NIH and AHRQ Grant Application Due Dates Between February 13 and February 18, 2015**

[NOT-OD-15-057](#)

This notice informs the community of NIH and AHRQ application due date adjustments to accommodate scheduled Federal system downtime. Grants.gov has a planned system outage from Saturday, February 14, 2015 at 12:01 AM ET to Tuesday, February 17, 2015 at 6:00 AM ET. Due dates that fall on or between February 13 and February 18, 2015 will move to February 19, 2015.

Activity Codes	Program Description	Original Due Date	New Due Date
R03, R21, R33, R21/R33, R34, R36 (new)	Other Research Grants	Feb 16, 2015	Feb 19, 2015

\*Please see full announcement for changes to FOAs with Non-standard Due Dates.

## ➤ Simplifying the NIH Policy for Late Application Submission

NIH expects applications to be submitted on time. In rare circumstances where on-time submission isn't possible (e.g., sudden severe illness of the PD/PI or the PD/PI's immediate family member), NIH has a late policy that was recently simplified for consistency across program announcements and requests for applications.

Permission to submit a late application is not granted in advance, NIH will consider accepting applications within the two-week window following the application due date. Acceptance of late applications will be made on a case-by-case basis, dependent upon the explanation provided in the cover letter submitted with the application.

See [NOT-OD-15-039](#) for exceptions and steps that must be taken for an application to be considered under the late policy, as well as examples of reasons why late application will or will not be accepted.

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

### [NOT-OD-15-049](#)

Effective on January 11, 2015, the maximum direct salary that an individual can receive will increase from \$181,500 to **\$183,300**.

The notice reaffirms that *"for the purposes of the salary limitation, the terms "direct salary," "salary," and "institutional base salary" have the same meaning and are exclusive of fringe benefits and facilities and administrative (F&A) expenses, also referred to as indirect costs. An individual's institutional base salary is the annual compensation that the applicant organization pays for an individual's appointment, whether that individual's time is spent on research, teaching, patient care, or other activities. Base salary excludes any income that an individual may be permitted to earn outside of the duties to the applicant organization"*.

#### How this affects current/future awards:

- No adjustments will be made to modular grant applications/awards or to previously established commitment levels for non-competing grant awards issued with FY 2015 funds.
- NIH competing grant awards with categorical budgets reflecting salary levels at or above the new cap(s) that are issued on or after the January 11, 2015 effective date, will reflect adjustments to the current and all future years so that no funds are awarded or committed for salaries over the limitation.

For awards issued in those years that were restricted to Executive Level II (see [Salary Cap Summary, FY 1990 – FY 2015](#)), including competing awards already issued in FY2015, if adequate funds are available in active awards, and if the salary cap increase is consistent with the institutional base salary, grantees may rebudget to accommodate the current Executive Level II salary level and contractors may charge at the higher level.

However, no additional funds will be provided to these grant awards and the total estimated cost of the contract will not be modified.

[Brown's NIH Salary Cap Worksheet](#) has been updated to reflect the increase.

## ➤ Other NIH Notices of Interest

- [NOT-OD-15-053 Notice of NIH's Interest in Diversity](#): The purpose of this notice is to provide an updated diversity statement that describes NIH's interest in the diversity of the NIH-funded workforce.
- [NOT-OD-15-054 Notice of Legislative Mandates in Effect for FY 2015](#): The FY 2015 Consolidated Appropriation and Further Continuing Appropriation Act, 2015 (Public Law 113-235), signed into law on December 16, 2014, provides funding to NIH for the fiscal year ending September 30, 2015. The intent of this notice is to provide information on the statutory provisions that limit the use of funds on NIH grants, cooperative agreements, and contract awards for FY 2015.
- [NOT-GM-15-102 New NIGMS Guidelines for Funding Investigators with Substantial Unrestricted Research Support](#): NIGMS announces new guidelines that it will use in awarding R01s and other research grants to investigators with substantial levels of long-term, unrestricted research funding from any source.

## NSF UPDATE

### ➤ Update to the Proposal & Awards Policies & Procedures Guide (PAPPG)

The NSF Proposal and Award Policies and Procedures Guide (PAPPG) has been revised to implement 2 CFR § 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance). The Uniform Guidance incorporates language from eight existing Office of Management and Budget (OMB) circulars into one consolidated set of guidance in the Code of Federal Regulations. As mandated by OMB, the new PAPPG went into effect on December 26, 2014.

It is imperative to use the updated PAPPG for all proposal preparations. The updated version can be found at [http://www.nsf.gov/pubs/policydocs/pappguide/nsf15001/nsf15\\_1.pdf](http://www.nsf.gov/pubs/policydocs/pappguide/nsf15001/nsf15_1.pdf).

### ➤ Revised Version of the NSF Grants.gov Application Guide Issued

A revised version of the *NSF Grants.gov Application Guide* has been posted to the NSF website and is available electronically at: [http://www.nsf.gov/publications/pub\\_summ.jsp?ods\\_key=grantsgovguide1214](http://www.nsf.gov/publications/pub_summ.jsp?ods_key=grantsgovguide1214).

This document is applicable to all applications submitted, or due, to NSF on or after December 26, 2014. **Please refer to Page 2 of the Guide for a summary of the significant changes, clarifications and other changes.** Any questions regarding the new Guide should be submitted electronically to [policy@nsf.gov](mailto:policy@nsf.gov).

**\*OSP will go over these changes in detail at the next Coeus User Group – February 25<sup>th</sup>.**

### ➤ Ocean Sciences Directorate Upcoming Due Dates

Below are upcoming due dates for the Ocean Science Directorate.

Program Title	NSF Due Date	OSP/BMRA Due Date
<a href="#">Biological Oceanography</a>	02/15/2015	02/09/2015 (9 am)
<a href="#">Chemical Oceanography</a>		
<a href="#">Marine Geology and Geophysics</a>		
<a href="#">Ocean Technology and Interdisciplinary Coordination</a>		
<a href="#">Physical Oceanography</a>		
<a href="#">Industry/University Cooperative Research Centers Program (I/UCRC)</a>	03/03/2015	02/23/2015
<a href="#">Ocean Drilling Program (OD)</a>	Accepted Anytime	Due 5 full business days before desired submission date (5 Day Rule)

### ➤ New Steps to Enhance Transparency and Accountability at the National Science Foundation

NOTICE: [IN-137](#)

Effective December 26, 2014, NSF's updated Proposal and Award Policies and Procedures Guide (PAPPG) includes the following statement about award abstracts: *"Should a proposal be recommended for award, the PI (Principal Investigator) may be contacted by the NSF Program Office for assistance in preparation of the public award abstract and its title. An NSF award abstract, with its title, is an NSF document that describes the project and justifies the expenditure of Federal funds."* This update in the PAPPG clarifies the possible role of the PI in helping NSF prepare award abstracts. The nature of requested assistance from PIs is a valuable effort to help NSF adhere to its newly established guidelines.

The NSF public award abstract consists of both a nontechnical and technical component. The nontechnical component of the NSF award abstract must:

- Explain the project's significance and importance; and
- Serve as a public justification for NSF funding by articulating how the project serves the national interest, as stated by NSF's mission: to promote the progress of science; to advance the national health, prosperity and welfare; or to secure the national defense.



DOE UPDATE	<p>➤ <b>Secretary Moniz announces \$125M OPEN Solicitation for Transformational Energy Projects</b></p> <p>This is the third open funding opportunity for the Department of Energy’s Advanced Research Projects Agency – Energy. OPEN 2015 will support energy research and development projects from America’s top innovators for disruptive new technologies in transportation and stationary applications. The Notice of Intent deadline is February 20, 2015 and the Concept Paper Submission deadline is February 27, 2015. For more information on OPEN 2015, please visit: <a href="https://arpa-e-foa.energy.gov/#Foaldce3cc85c-75cb-4d73-baa5-3cee39bb6bc7">https://arpa-e-foa.energy.gov/#Foaldce3cc85c-75cb-4d73-baa5-3cee39bb6bc7</a></p>
DOD UPDATE	<p>➤ <b>Congressionally Directed Medical Research Programs (CDMRP) announces Research Funding Levels for 2015</b></p> <p>The FY 2015 Department of Defense Appropriations Act provides research funding for the following peer reviewed programs managed by the Department of Defense CDMRP.</p> <ul style="list-style-type: none"> <li>• <b>Alcohol and Substance Abuse</b> Research Program - \$4M</li> <li>• <b>Amyotrophic Lateral Sclerosis</b> Research Program - \$7.5M</li> <li>• <b>Autism</b> Research Program - \$6M</li> <li>• <b>Bone Marrow Failure</b> Research Program - \$3.2M</li> <li>• <b>Breast Cancer</b> Research Program - \$120M</li> <li>• <b>Duchenne Muscular Dystrophy</b> Research Program - \$3.2M</li> <li>• <b>Epilepsy</b> Research Program - \$7.5M</li> <li>• <b>Gulf War Illness</b> Research Program - \$20M</li> <li>• <b>Joint Warfighter</b> Medical Research Program - \$50M</li> <li>• <b>Lung Cancer</b> Research Program - \$10.5M</li> <li>• <b>Military Burn</b> Research Program - \$8M</li> <li>• <b>Multiple Sclerosis</b> Research Program - \$5M</li> <li>• <b>Neurofibromatosis</b> Research Program - \$15M</li> <li>• <b>Neurotoxin Exposure Treatment Parkinson's</b> Research Program - \$16M</li> <li>• <b>Orthotics and Prosthetics Outcomes</b> - \$10M</li> <li>• <b>Ovarian Cancer</b> Research Program - \$20M</li> <li>• <b>Peer Reviewed Alzheimer's</b> Research Program - \$12M</li> <li>• <b>Peer Reviewed Cancer</b> Research Program - \$50M</li> <li>• <b>Peer Reviewed Medical</b> Research Program - \$247.5M</li> <li>• <b>Peer Reviewed Orthopaedic</b> Research Program - \$30M</li> <li>• <b>Prostate Cancer</b> Research Program - \$80M</li> <li>• <b>Spinal Cord Injury</b> Research Program - \$30M</li> <li>• <b>Tuberous Sclerosis Complex</b> Research Program - \$6M</li> <li>• <b>Vision</b> Research Program - \$10M</li> </ul> <p><b>Comprehensive Program Announcements will be released during 2015.</b> The Program Announcements will include detailed descriptions of funding mechanisms, evaluation criteria, submission requirements, and deadlines. Each Program Announcement may be downloaded from the Grants.gov website at <a href="http://www.grants.gov">http://www.grants.gov</a>, or the CDMRP website at <a href="http://cdmrp.army.mil">http://cdmrp.army.mil</a></p>
FOUNDATION UPDATES	<p>➤ <b>Bill and Melinda Gates Foundation Open Access Policy</b></p> <p>The Bill and Melinda Gates Foundation has adopted a new Open Access Policy for all peer-reviewed published research, funded in whole or in part by the foundation, that requires researchers to publish results in immediate open access journals. The policy went into effect January 1, 2015 for all newly issued grants, but allows for a two-year transition period during which grantees are allowed to publish up to 12 months in subscription-based journals, after which the article will be open to the public. The two-year transition period expires on January 1, 2017. For details on the new Open Access policy click <a href="#">here</a>.</p>

## COEUS UPDATES & REMINDERS

### ➤ 4.5.1 P3 Release – Coming Weekend of February 21<sup>st</sup> & 22<sup>nd</sup>

The latest release of Coeus, 4.5.1 P3, will be implemented the weekend of February 21<sup>st</sup> and 22<sup>nd</sup>. During this upgrade Coeus will be down for a few hours. Coeus users will be notified in advance about the specific time period as we approach the upgrade weekend.

This release contains various bug fixes, including:

- Proposal Hierarchy Sync from the Budget issue
- Doubling of Participant Travel in the RR Budget version 1.3 - Section E - Cumulative budget

### ➤ NSF/Grants.gov (S2S) Forms will be updated in February 2015

1. **Updated Budget Forms** - NSF Grants.gov applications will be transitioning from the R&R Budget version 1.1 forms to the R&R Budget version 1.3 forms.

Version 1.3 Budget Forms include:

- R&R Budget
- R&R Budget 10 YR
- R&R Subaward Budget Attachment(s) Form
- R&R Subaward Budget Attachment(s) Form 10 YR 10 ATT
- R&R Subaward Budget Attachment(s) Form 10 YR 30 ATT
- R&R Subaward Budget Attachment(s) Form 5 YR 30 ATT

2. **New NSF Cover Page** – The Cover Page will be updated to Version 1.6.

The following changes are anticipated:

- Addition of the Funding Mechanism drop-down field that was implemented in FastLane in 2014.
  - This required drop-down includes all the funding mechanisms as well as a new funding mechanism “Ideas Lab” implemented per the 2015 policy changes.
- The Data Management Plan and Mentoring Plan attachments will no longer be attached to the R&R Other Project Information form as “*Other Attachments*.” They will be attached to the NSF Cover Page where specific fields have been created to house the documents.

The form can be previewed at: [http://at07apply.grants.gov/apply/forms/sample/NSF\\_CoverPage\\_1\\_6-V1.6.pdf](http://at07apply.grants.gov/apply/forms/sample/NSF_CoverPage_1_6-V1.6.pdf)

**To accommodate the updates to the Cover Page, Coeus will be implementing the following:**

- A questionnaire to support the Funding Mechanism drop-down.
- New narrative attachment types will be added to the Narrative section to support the Data Management Plan and the Mentoring Plan attachments.

**We will notify the community as more information becomes available.**

### ➤ Coeus User Group

The Coeus User Group meetings are intended to allow Coeus users to network, share best practices, learn new business process changes, and address Coeus issues.

**Next Meeting:**

Wednesday – February 25, 2015

Stephen Robert Campus Center – Petteruti Lounge (Room 201)

Time: 10:00 to 11:30

If you have ideas for discussion topics, please email Justyna Szulc ([Justyna\\_Szulc@brown.edu](mailto:Justyna_Szulc@brown.edu))

## POST-AWARD / WORKDAY UPDATE

### ➤ Workday Roles and Access for Awards

Roles in Workday contain pre-defined rights that enable the user to perform specific tasks. The role(s) assigned to a position determines a worker's access in Workday, tasks they can complete and reports they can generate.

There are five roles in Workday that pertain to sponsored award management functions, including effort reporting. The following table describes the role and how to request the role.

Role	Description	How to Obtain Access
<b>Grant Manager</b>	Approval of sponsor funded financial processes relating to staffing and expenditures.	<a href="#">Coeus Access Form</a> completed. Upon approval Coeus is updated and role is assigned via Coeus to WD integration.
<b>Grant Financial Analyst</b>	View only access to grant financial information for the department's grants. <ul style="list-style-type: none"> <li>• View Financial Data</li> <li>• Access to Sponsored Award Reports</li> <li>• Access to the Manager Budgetary Balance Report</li> </ul>	<a href="#">Coeus Access Form</a> completed. Upon approval Coeus is updated and role is assigned via Coeus to WD integration.
<b>Principal Investigator</b>	View the Manager Budgetary Balance Report for their sponsored awards. Review, certify or send back Effort Certification Report for Graduate Students working on their award(s).	Automatically assigned via Coeus to WD integration.
<b>Co-Investigator</b>	View the Manager Budgetary Balance Report for their sponsored awards.	Automatically assigned via Coeus to WD integration.
<b>Effort Certification Partner</b>	Review, make changes and submit Effort Certification Reports.	Contact Effort Reporting Manager – <a href="mailto:Maria_Mento@brown.edu">Maria_Mento@brown.edu</a>
<b>Worker – Faculty, Exempt and Non-Exempt Staff, and Undergraduate Students</b>	Review, certify and send back Effort Certification Report.	Automatically have role in WD.

\*Note\* - A worker must also have the Cost Center Manager role in order to review payroll detail for workers within their cost centers and on their sponsor awards. The Cost Center Manager or Cost Center Reporting role is requested via REMEDY and assigned by Workday Operations.



## ➤ **GOING LIVE: Workday Effort Reporting for Faculty, Graduate Students, and Exempt Staff**

On February 2<sup>nd</sup>, Workday Effort Reporting functionality for faculty, graduate students, and exempt staff will go live and all effort reports will be distributed and certified online.

### **Highlights:**

- Replaces our current paper effort reports and manual distribution and certification processes.
- Allows for the online distribution and certification of effort.
- All faculty and exempt staff will be responsible for certifying their effort.
- Principal investigators will be responsible for certifying the effort for all graduate students working on their sponsored awards.
- The Effort Certification Summary Report, is available to Effort Certification Partners, and it allows them to easily track the status of their effort reports.

### **Available Resources:**

- **Screencast:** [How to Certify an Effort Certification Report in Workday for Faculty, Exempt and Non-Exempt Staff and Undergraduate Students](#)
- **Job Aid:** [How to Certify or Send Back an Effort Certification Report](#)

### **Open Labs for Faculty and Staff**

**Location:** CIT Room 269

**Time:** 11am – 12pm

**When:** February 5<sup>th</sup>, 12<sup>th</sup>, 19<sup>th</sup>, and 26<sup>th</sup>

In addition, the Effort Reporting Manager is available for training at your office. If you would like to schedule a session at your office, please contact [Maria.Mento@brown.edu](mailto:Maria.Mento@brown.edu) to schedule a time.

# TRAINING & CONFERENCES

## OSP TRAINING

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

### COEUS:

Learn how to use the University's sponsored projects management system.

Class	Date
Lite Proposal Development – New Users	2/13/2015
Premium Proposal Creation & Finalization	2/18/2015
Premium Budgeting Basics	3/10/2015
Advanced Budgeting	3/19/2015
How Does Coeus Populate Your Grants.gov Forms?	4/7/2015
Proposal Hierarchy	4/21/2015
Viewing Proposals & Awards	TBD

### PRE-AWARD:

Learn best practices in Pre-Award management. Sessions range from preparation of proposals and budgets to subawards.

Class	Date
Reading the Funding Opportunity Announcement	2/10/2015
Introduction to Grant Budgeting ("Budgeting Basics")	2/17/2015
NIH – Ruth L. Kirchstein NRSA Individual Fellowships	2/25/2015
NIH – NRSA Institutional Training Grants	3/18/2015
Subcontracts Demystified	4/1/2015
NIH - Career "K" Awards	5/12/2015
Cost Sharing on Sponsored Projects	5/20/2015

### POST-AWARD:

Learn best practices in Post-Award management. Sessions range from travel on sponsored projects to allocation of costs.

Class	Date
Traveling on Sponsored Funds	2/5/2015
Supporting Documentation and Justification	2/11/2015
Cost Transfers	3/3/2015
Commitments	3/10/2015
Allocations of Costs	3/17/2015
Financial Closeouts of Sponsored Projects	4/1/2015
Direct Charging Administrative Costs	5/5/2015
NIH Career K Awards	5/12/2015
Effort Reporting	5/13/2015

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

## CONFERENCES

### CONFERENCES & NCURA EDUCATIONAL PROGRAMS

#### ARPA-E Energy Innovation Summit

This conference unites business, academia, and government to advance cutting-edge technologies that could fundamentally change the way we generate, use and store energy.

**Dates:** February 9-11, 2015

**Location:** National Harbor, Maryland

**Register at:** <http://www.arpae-summit.com/>

#### NCURA Research Administration Conference

**Orlando, FL**

- March 2-4 Pre-Award Research Administration (PRA)
- March 5-7 Financial Research Administration (FRA)

<http://www.ncura.edu/Education/MeetingsConferences.aspx>

#### NIH Regional Seminars on Program Funding and Grant Administration

Each year, the Office of Extramural Research (OER) sponsors the NIH Regional Seminars on Program Funding and Grants Administration. These seminars are intended to help demystify the application and review process, clarify Federal regulations and policies, and highlight current areas of special interest or concern. The seminars serve the NIH mission of providing education and training for the next generation of biomedical and behavioral scientists. NIH policy, grants management, review and program staff provide a broad array of expertise and encourage personal interaction between themselves and seminar participants. The seminars are appropriate for grants administrators, researchers new to NIH, and graduate students.

#### **Upcoming Seminar:**

**Dates:** May 6-8, 2015

**Location:** Baltimore, MD

#### **Program Info:**

Besides grants policy and process updates from NIH, this year the NIH is offering exciting new workshops as options on the day before the seminar for administrators and investigators! In addition to ½ day pre-award and post-award eRA Workshops, we've added a ½ Grants Administrator Boot Camp and a full day workshop on how to get research protocols through human subjects review.

During the 2-day seminar, attendees may choose from sessions in three tracks at any time: Administrators, New Investigators, and All Interest.

**Registration is now open:**

<http://regionalseminars.od.nih.gov/baltimore2015/>