

RESEARCH ADMINISTRATION UPDATES AND ITEMS OF INTEREST

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.

INSIDE THIS ISSUE

OSP/OVPR UPDATES

1. Office of the Vice President for Research - 2013 Internal Funding Opportunities: Seed and Salomon Awards
2. September issue of Research Development and Grant Writing News is now available

AGENCY UPDATES

NIH

2. Revised NIH Grants Policy Statement (Rev. 10/1/2012) Published
2. Revised PHS Forms and Instructions Available
2. NIH Announces Plans to Transition to Electronic Submission of Multi-Project Applications
3. Reminder – NIH Implementation of the RPPR Training Webinar

NSF

3. Changes to the Directorate for Geosciences (GEO) Education and Diversity Programs for Fiscal Year 2013 and Solicitation of Community Input Regarding Broadening Participation Programs in the Geosciences

Agency Tip

4. Accessing eRA Commons from Bookmarks and Search Engines

POST-AWARD UPDATES

5. Sponsored Research-Related questions

TRAINING

6. OSP Training

Office of Sponsored Projects / 401-863-2777 / www.research.brown.edu



OSP / OVPR UPDATES

➤ Office of the Vice President for Research 2013 Internal Funding Opportunities: Seed and Salomon Awards

The Office of the Vice President for Research is pleased to announce that the [2013 Research Funds and Application Guidelines](#) are now available. A synopsis of the **Seed and Salomon grants** is below:

The Richard B. Salomon Faculty Research Awards

- Individual research projects (as opposed to a collaborative project)
- up to \$15,000 for one year
- Professor at any rank or any senior lecturer active in research may apply. *Emeritus*, adjunct, visiting, and faculty in clinical (non-campus based) departments, as well as post docs, are not eligible to apply.
- **Submission deadline is November 1, 2012**
- Proposal: 250 word abstract, 1,500 word project description, CV, chair's letter

Research Seed Fund Awards

- Multi-investigator, multi-disciplinary research projects
- up to \$100,000 for one year
- Professor at any rank or any senior lecturer active in research may apply. *Emeritus*, adjunct, visiting, and faculty in clinical (non-campus based) departments, as well as post docs, are not eligible to lead projects, but may be included on the research team.
- **Submission deadline is December 3, 2012**
- Proposal: 250 word abstract, 2,500 word project description, CV, chair's letter

Please contact Margaret at Research_Opps@brown.edu if you have any questions with regard to these [internal funding opportunities](#).

➤ September issue of Research Development and Grant Writing News is now available

This monthly electronic newsletter offers strategies on how to compete successfully for research funding from federal agencies and foundations. Each issue highlights agency research news and trends, web resources, and new funding opportunities. Current and archived newsletters are available as resource for the research community on the [External Funding Opportunities](#) page of the OVPR website. A Brown log-in is required since this is copyrighted material, available through our institutional subscription. Distribution to the Brown community is unlimited, but it may not be re-posted on an *open* website.

AGENCY UPDATES

NIH UPDATES

➤ Revised NIH Grants Policy Statement (Rev. 10/1/2012) Published [NOT-OD-12-157](#)

NIH's revised policy statement is applicable to all NIH grants and cooperative agreements with ***budget periods beginning on or after October 1, 2012***. This revision supersedes, in its entirety, the NIH Grants Policy Statement (10/2011) as a standard term and condition of award. However, the October 2011 NIHGPS continues to be the standard term and condition for all NIH grants and cooperative agreements with budget periods that began between October 1, 2011 and September 30, 2012.

While this revision does not introduce any new material for the first time, it incorporates new and modified requirements, clarifies certain policies, and implements changes in statutes, regulations, and policies that have been implemented since the previous version of the NIHGPS dated 10/1/2011.

(http://grants.nih.gov/grants/policy/nihgps_2012/index.htm).

A document is available that summarizes the significant changes that are implemented with the October 1, 2012 NIHGPS [http://grants.nih.gov/grants/policy/nihgps_2012/Significant_Changes_NIHGPS_2012.doc]

➤ Revised PHS Forms and Instructions Available [NOT-OD-12-152](#)

This Notice announces the availability of newly revised forms and instructions used to submit interim and final progress reports, and other post-award documents associated with the monitoring, oversight, and closeout of an award. Related revised Ruth L. Kirschstein National Research Service Award (NRSA) forms are also now available. A few of the changes are highlighted below:

- ***The Noncompeting Continuation Progress Report (PHS 2590)***
 - Section 1 - provides a clarification of eSNAP due dates. The due date is now the 15th of the month preceding the month in which the current budget period ends. If the 15th falls on a weekend or federal holiday the due date is automatically extended to the next business day.
 - Section 2.2.8 - all Personnel Report modifies the categories describing Role on Project revised to be consistent with the RPPR roles.
 - Section 7 - Final Progress Report instructions are relocated to a separate document:
<http://grants.nih.gov/grants/funding/finalprogressreport.pdf>

Revised competing applications and instructions are expected to be implemented in the summer of 2013, following electronic development of applicable forms.

➤ NIH Announces Plans to Transition to Electronic Submission of Multi-Project Applications [NOT-OD-12-161](#)

NIH plans to transition **all multi-project applications** to electronic submission using the SF 424 (R&R) form set by **January 2014**. The transition will be done by activity code. As each activity code transitions, all applications submitted in response to funding opportunity announcements (FOAs) for programs with that activity code will require electronic submission.

Initial plans/milestones are as follows:

- **November 2012** — Begin issuing a series of **pilot funding opportunity announcements** of varying activity codes that will require electronic submission for due dates between **January and September 2013**.
- **September 25, 2013** — **All applications** submitted in response to FOAs with the following activity codes intended for **September 25, 2013 due dates** and beyond will require electronic submission: **P01, P20, P50, R24, U24, U19**.
- **January 25, 2014** — **All applications** submitted in response to FOAs with the following activity codes intended for **January 25, 2014 due dates** and beyond will require electronic submission: **G12, P30, P40, P41, P42, P51, P60, R28, U10, U41, U42, U45, U54, U56, UC7, UM1**.

NIH will continue to communicate transition plans as they evolve and will provide the community with ample notice of impending events.

➤ **Reminder – NIH Implementation of the RPPR - Training Webinar (October 17, 2012)**
[NOT-OD-12-142](#)

NIH has provided Brown PIs with the option to use the RPPR when submitting a progress report for most SNAP and Individual Fellowship awards. This provides grantees with the opportunity to gain experience with the system before NIH mandates use of the RPPR.

- Training materials and other resources are posted on the NIH [RPPR webpage](#).
- Training for all grantees on the use of the new NIH RPPR will be provided via [webinar](#) on October 17, 2012.
 - Since the webinar is limited to the number of logins, group viewing will be located at:

Smith-Buonanno Hall – Room G18

October 17, 2012

1:30 pm – 3:00 pm

**NSF
UPDATES**

➤ **Changes to the Directorate for Geosciences (GEO) Education and Diversity Programs for Fiscal Year 2013 and Solicitation of Community Input Regarding Broadening Participation Programs in the Geosciences**
 (Excerpts from [Dear Colleague Letter](#))

Effective immediately, GEO will be revising its portfolio of investments related to geoscience education and diversity. This portfolio includes the following affected programs:

- *Opportunities for Enhancing Diversity in the Geosciences (OEDG)*
- *Geoscience Education (GeoEd)*
- *Geoscience Teacher Training (GEO-Teach)*

In response to several recent reports from the President's Council of Advisors on Science and Technology (PCAST), among other high level documents concerning STEM education and workforce needs, NSF is undertaking several new initiatives to re-invigorate and strengthen funding opportunities that support advancements in STEM learning and development of the future STEM workforce. A major focus of the changes being proposed is fostering much stronger integration of the learning sciences and the disciplinary research that NSF supports.

Consistent with this re-balancing effort, the *GEO-Teach* program was retired as of **August 1, 2012**. NSF does not expect to issue a new program solicitation for this program.

GeoEd is undergoing significant review and restructuring. The current solicitation ([NSF 10-512](#)) has been archived.

The *Opportunities for Enhancing Diversity in the Geosciences (OEDG)* program solicitation has also been closed, pending revision. The current *OEDG* program solicitation ([NSF 10-599](#)), which previously announced a competition for Track 1 and Track 2 proposals during Fall 2012 (original proposal submission deadline of October 10, 2012), has been archived to indicate this change in status. During the next few months, NSF will work with the geoscience education and research communities to synthesize insights gained through the past ten years' worth of *OEDG* investments, identify additional needs and opportunities related to broadening participation of underrepresented groups in the geosciences, and develop a new program solicitation that reflects emerging priorities related to diversity in the geosciences and has a scope that is consistent with budgetary constraints.

At this time, NSF anticipates that a revised *OEDG* solicitation will be issued in Fiscal Year 2013 (FY 2013). In order to shape the direction of a revised *OEDG* program, NSF seeks community input in two areas: (1) identifying the critical needs regarding efforts to engage, recruit, and retain underrepresented students in the geosciences and broaden public Earth System Science literacy among diverse communities; and, (2) contributing ideas for how best to engage relevant stakeholders and communities for addressing those needs, given budgetary constraints. Modest proposals to support community workshops that focus on identifying needs or best practices regarding broadening participation in the geosciences will also be entertained at any time, if submitted in accordance with the NSF Grant Proposal Guide (http://www.nsf.gov/publications/pub_summ.jsp?ods_key=gpg).

The deadline for submission of comments is **November 1, 2012**.



Agency Tip

Accessing eRA Commons from Bookmarks and Search Engines

If you wish to bookmark a URL for Commons, keep it generic. Use <https://commons.era.nih.gov/> and manually add this URL to your list of favorites/bookmarks. Similarly, some customers get to the eRA Commons login page using a search engine like Google. The links provided by search engines are not always complete and do not define the location you are seeking well enough to get you to where you want to be.

So in both of the scenarios above, it is not necessary to call the Help Desk immediately. Try typing in <https://commons.era.nih.gov/> or bookmark <http://era.nih.gov/> and click on eRA Commons button on the right side of the page

These will always safely and correctly get you to where you want to be.

POST-AWARD UPDATES

SPONSORED RESEARCH-RELATED QUESTIONS

Here is a simplified mnemonic device when considering which OSP representative to contact if you have sponsored research related questions:

“Do I have a ‘what-if’ or a ‘what-is’ question?”

Proposal Development & Project Questions

‘What-if’ questions may emerge during the proposal development stage or arise when an existing project requires new negotiations of award terms and conditions. Your OSP Pre-Award Representative works with Faculty and Departments to answer ‘what-if’ questions. Here are some examples:

- ❖ **Proposal related questions:**
 - What if I don’t know which F&A rate (Indirect Cost rate) to use?
 - What if I don’t know that an expense is allowable?
 - What if I want to include voluntary cost-sharing in a proposal budget?
- ❖ **Sponsored Project terms and conditions negotiation questions:**
 - What if a new PI is added to the project?
 - What if the project leaves Brown?
 - What if I need more time to finish the project?
 - What if I want to discuss next year’s budget with a sponsor?

Award Management & Close Out Questions

Moving to the post award management, **‘what-is’** questions occur after the proposed project becomes a fully executed agreement. **‘What-is’** type questions refer to the award’s terms and conditions and seek guidance on OMB Circular A-21 Cost Principles for Educational Institutions. It also covers cash management, financial report and award closeout related questions. OSP Post-Award Representative works with Faculty and Departments to answer **‘what-is’** questions. Here are some examples:

- ❖ **New Award/Award Modification:**
 - What is my 5 ledger account number for a new sponsored project?
 - I have a question regarding the budget set up in FRS, can post award help?
 - What is the rule of including F&A on certain cost items?
- ❖ **Costing Principles:**
 - How do I know if my planned costs to a project comply with the “allowable, allocable, reasonable and consistent” requirements standard?
 - We are obtaining equipment that will benefit several projects, what is the best way to determine proportional benefit?
 - What is the difference between direct and indirect? Why computers are generally considered an indirect cost?
- ❖ **Post - Award Management:**
 - I have a charge that should have been on another account, what criteria and what documentation is needed to prepare and submit a cost transfer request?
 - What is the routing for my interdepartmental invoice?
 - A post audit review of my “5” ledger account resulted in some questioned costs, how do I go about resolving?
 - Can OSP post award help me with questions relating to the cash balance?
 - My award’s period of performance has ended, what are my responsibilities and what does the sponsor require from me to close out?
 - My award required an annual financial report do we need to do a rough draft?

Given the complexity and importance of sponsored research funding to the Brown research community, the above examples are just the tip of a large iceberg of potential **‘what-if’** and **‘what-is’** questions for your OSP Pre-Award or Post-Award representative.

To find out who your Pre-Award or Post Award contacts are: <http://www.brown.edu/research/office-vice-president-research/offices/office-sponsored-projects-osp/department-contact-directory/de>

TRAINING

OSP TRAINING SPOTLIGHT

Upcoming Post Award Trainings

To register for classes, please navigate to www.brown.edu/learningpoint and log in using your Brown User Name and Password.

❖ **Post Award – Direct Charging Administrative Costs**

October 3, 2012 / 9:00 to 11:00am

This workshop will discuss administrative costs and provide examples of when such costs can be charged directly to sponsored projects. Guidance will be offered on justifications for charging administrative costs as direct costs. Participants are encouraged to offer examples of administrative cost issues they have encountered. Gain a better understanding of what costs are properly charged as direct costs to sponsored projects by attending this workshop.

❖ **Post Award – Supporting Documentation and Justification**

October 4, 2012 / 1:30 to 3:30pm

This workshop explains OSP's review of transactions and discusses required documentation and complete justifications for transactions. Examples of both complete and incomplete transactions will be reviewed. Participants are encouraged to offer their own examples of problematic transactions for discussion and resolution with the group. Avoid unnecessary delays in processing your transactions by attending this workshop.

❖ **Post Award Financial Close-out of Sponsored Projects**

October 4, 2012 / 1:30 to 3:30pm

This workshop will offer an in-depth review of the financial closeout process for sponsored programs. Specific areas of focus will be; understanding the elements of the rough draft financial package, how to correctly provide adjustments to reported expenditures, and the underlying assumptions behind the post audit review of expenses. This training will culminate with a hands-on exercise that will work through the closeout process for an award.

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 ranging from preparation of proposals and budgets to negotiations of award terms & conditions.*
- **Post-Award Training**
 - *Learn best practices in Post-Award management. Sessions ranging from travel on sponsored projects to allocation of costs.*

OSP Training Sessions are now on [LearningPoint](http://www.brown.edu/learningpoint), Brown's new Professional Development System.

~ To register for classes, please navigate to 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.

GRANT CONFERENCES/NCURA EDUCATIONAL PROGRAMS

- **NCURA - 54th Annual Meeting**
November 4-7, 2012
Washington, DC
For more information and to register please visit:
<http://collaborate.ncura.edu/Annual54/Home/>
- **Departmental Research Administration Workshop**
December 5-7, 2012
Orlando, FL
For more information and to register please visit:
http://www.ncura.edu/content/educational_programs/workshops/departmental_research_admin/registration.php