



The monthly newsletter provides timely information on agency updates; sponsor and University policy and procedural information; and guidance in all aspects of sponsored project administration for Researchers and Research Administrators. Content for the newsletter is contributed from the offices under the Vice President for Research:

- [Office of Research Administration Information Systems \(RAIS\)](#)
- [Office of Research Development](#)
- [Office of Research Integrity \(ORI\)](#)
- [Office of Sponsored Projects \(OSP\)](#)

Email: RAIS@brown.edu | *Subscribe / Unsubscribe:* https://listserv.brown.edu/?SUBED1=RESEARCH_ADMIN_NEWS&A=1

INSIDE THIS ISSUE	Research Administration Updates
	Research Administration Information Systems
Research Administration Updates 1	<p>➤ InfoEd Project Update</p> <p><i>InfoEd is the University's new electronic platform for research administration and compliance</i></p> <p>The Go Live for our first module, Conflict of Interest, is scheduled for June. This module includes the online submission of annual, transactional, and travel disclosure forms, and the electronic routing of the forms for review. User acceptance testing is underway and we are developing training and related documentation for end users. In addition, we have begun work on the next module, Lab Animals. Business process mapping sessions with InfoEd were held in March and we will begin working on the design and configuration in early May.</p> <p>Please visit our project website or join the project listserv to obtain information about the InfoEd Project.</p> <ul style="list-style-type: none"> • InfoEd Project Website • InfoEd Project Listserv <p>In addition if you have any questions or comments about the InfoEd Project please contact us via the following link: InfoEd Project Feedback</p> <p>➤ Coeus Update</p> <p>Over the past month we have worked on testing and implementation of various changes made in Coeus to support the new NIH Forms D and the expanded NSF Senior Key Person Form. Specific details about this update are included in the Coeus Update section of newsletter.</p>
Research Administration Information Systems 1	
Office of Sponsored Projects 2	
Office of Research Integrity 2	
Research Development 3	
Sponsor/Agency Updates 3	
NIH/AHRQ 3	
NSF 5	
DOD 5	
DOE 5	
Coeus Update 6	
Training & Conferences 8	
OSP & RAIS Trainings 8	
Conferences & Programs 8	

Office of Sponsored Projects

➤ **OSP Staff Promotion**

OSP is pleased to announce that Shelly Hull has been promoted to a Grant/Contract Accountant on the Post-Award Team. Shelly began her career at Brown University in December of 2005 with the College Admission Office as a Telephone Receptionist. In March 2008, she joined the Office of Sponsored Projects team as the Administrative Coordinator. In March 2015 she was promoted to Subcontract & Property Compliance Manager. Her key responsibilities included assisting with federal (FFATA) subcontract reporting, managing the 2014 university-wide Biennial Property Inventory and operation of the University's property database. Effective April 1, 2016, Shelly joined the Post Award team in OSP as a Grant/Contract Accountant. Shelly graduated Summa Cum Laude from Johnson & Wales University in May 2014 with a B.S. in Accounting.

➤ **Clarification on Upcoming R01 Deadlines for NIH and AHRQ**

In last month's newsletter, we had the wrong internal deadlines documented for the upcoming June 5th R01 Submissions. The new dates below will allow departments to continue working on proposals over the holiday weekend.

Activity Code	Program Description	Sponsor Due Date		OSP/BMRA Due Date	
		New Application	Resubmission, Renewal, Revision Application	New Application	Resubmission, Renewal, Revision Application
R01	Research Grants (R01) / Large Research Projects	6/5/16	7/5/16	5/31/16	6/27/16

Office of Research Integrity

➤ **Annual Conflict of Interest Assurance and Reporting Cycle – Update**

The Annual COI Assurance and Reporting Cycle for FY2015 closed on March 29, 2016. Following two subsequent reminder notices, of the 1,206 faculty and researchers required to complete an annual COI assurance, 85% have submitted their forms. Within the next few weeks, the Office of Research Integrity (ORI) will reach out to the remaining 182 faculty/researchers and their department administrators and/or heads.

➤ **Traveling Abroad with Research Equipment?**

Are you or your faculty and graduate students contemplating research trips abroad and planning to take scientific or other research equipment?

In general, travel to most countries is not a problem. Tighter export controls are in effect for countries that are comprehensively sanctioned or have restrictions on trade enforced by various departments of the U.S. government. The following, most comprehensively-sanctioned countries will require advance planning and coordination with Brown's Export Control Officer: Cuba, Iran, North Korea, Sudan, and Syria.

What are you taking with you?

When taking items abroad (including scientific equipment, laptops, drones, scanners, encryption software, cameras, and global positioning (GPS) systems units/navigation systems), you should contact the Export Control Officer/Office of Research Integrity to verify if the items are export-restricted based on their specifications and your travel destination(s). Items that are export-restricted may require an export license or documentation that a temporary license exception (TMP) is applicable.

Questions? Please contact Jules Blyth, Export Control Officer, Office of Research Integrity at 401-863-3295 or juliane.blyth@brown.edu.

➤ **New Animal Care and Use Policies**

The Institutional Animal Care and Use Committee (IACUC) has adopted several new policies to improve Brown's Animal Care and Use program. These include: [Training and Education](#), [Avian Embryo Use](#), [Guidelines for Counting Animals & Justification for Animal Numbers](#), and [Guidelines for Literature Searches for Alternatives](#). All IACUC Policies can be found on our [website](#). The IACUC regularly reviews all policies and welcomes feedback and suggestions for policy improvements.

➤ **Office of Research Integrity Staffing Updates**

The Office of Research Integrity (ORI) is pleased to announce that our new IACUC Manager, **Carol Colena**, MBA, CPIA, will join the Animal Research Protection Program team on April 29th. Carol has over a decade of experience managing IACUC operations at Harvard Medical School. ORI's Research Integrity Manager position, a role that will provide much-needed support for Conflict of Interest, Export control compliance, and Research Ethics Education, has also recently been filled. **Rebecca Haworth**, J.D., will join us on May 12th. Currently Rebecca works at Beth Israel Deaconess Medical Center, where she reviews complex contracts and oversees compliance activities related to sponsored research.

Research Development

➤ **NSF CAREER Webinar**

The Office of the Vice President for Research (OVPR) is hosting access to a NSF CAREER webinar available to the Brown community through July 15, 2016. Please [register here](#) for details on how to access the recorded webinar and background materials and contact [Margaret Manning@brown.edu](mailto:Margaret.Manning@brown.edu) with any questions about OVPR support available for NSF CAREER applications.

➤ **Research Development and Grant Writing News**

The Research Development and Grant Writing Newsletter offers strategies on how to compete successfully for research funding and highlights new funding opportunities. The [April issue](#) is now available online.

➤ **Grant Resubmission Awards (up to \$15,000)**

Grant Resubmission Awards, a pilot program, provides support for investigators to improve an already highly-rated proposal for resubmission. The awards will be for up to \$15,000 to support activities including data gathering, travel, equipment time, purchase of supplies or other modest activities that could make a significant difference for the competitiveness of the proposal. Proposal: description of how the award will address limitations identified by funding organization reviewers. Details and application guidelines may be found on OVPR's [Internal Funding Opportunities](#) web page.

Sponsor / Agency Updates

NIH & AHRQ
UPDATE

➤ **NIH New Salary Cap for Mentored Career Development Awards**

[NOT-HL-16-309](#)

The National Heart, Lung, and Blood Institute announces New Salary Cap for Mentored Career Development Awards (K-series) Starting in FY 2016.

FY2016 awards and effective immediately, NHLBI will increase its salary contribution up to a maximum of \$100,000 for all applicable K-series award activities that NHLBI currently supports. The activities to which this policy applies include K01, K02, K08, K12, K22, K23, K25, and K99 recipients.

For further information, see: <http://grants.nih.gov/grants/guide/notice-files/NOT-HL-16-309.html>

➤ **National Cancer Institute - Cooperative Human Tissue Network**

The National Cancer Institute's Cooperative Human Tissue Network (CHTN) provides a resource for human biospecimens if you are currently conducting grant projects that needs human specimens. The CHTN is a prospective biospecimen procurement resource funded by the NCI to assist you with your biosample needs. Since 1987 the CHTN has been providing malignant, benign, diseased and normal biospecimens to the research community. These samples are available in a variety of preservation methods including fresh, frozen, paraffin embedded blocks or histologic slides. For more information, visit <https://www.chtn.org/> or call 1-866-462-2486.

➤ **Pilot Partnership to Find Private Support for Unfunded Applications**

Dr. Michael Lauer, NIH's Deputy Director for Extramural Research, recently shared an article on his "[Open Mike](#)" blog about the Online Partnership to Accelerate Research (OnPAR) program. Each year, hundreds of innovative, high-scoring research applications are left unfunded. Currently, NIH funds approximately 20 percent of grant applications, whereas it traditionally funded about a third. This lower percentage leaves many outstanding research projects with the opportunity for a second chance.

The OnPAR program, operated by Leidos Life Sciences, provides innovative and exceptional research applications with a second opportunity for funding. Leidos will match high-scoring, unfunded National Institutes of Health (NIH) proposals with private biomedical foundations and/or industries seeking to fund promising research. Foundations will have access to peer-reviewed research proposals that directly relate to their funding priorities, industry will have access to a rich pipeline of early stage and translational research proposals that align with its priorities, while applicants with strong research proposals will be provided with a second opportunity to secure funding. The foundations, industries, applicants, and NIH all will benefit from this synergy.

More information about OnPAR can be found in [Here](#). Information about participating member organizations and the submission process can be found on the [OnPAR website](#) or by emailing OnPAR at OnPAR@leidos.com.

➤ **NIH Applications – Forms D are Effective on May 25, 2016**

NIH has begun to post opportunities using the new form set – Forms D. The use of these updated application forms is a critical part of NIH's implementation of Phase II of the 2016 policy changes outlined in [NOT-OD-16-004](#).

You'll find most of the forms haven't changed substantially. However, there has been a significant reorganization of fields on the following forms that you'll want to become familiar with:

- PHS 398 Career Development Award Supplemental Form
- PHS 398 Research Training Program Plan
- PHS Fellowship Supplemental Form

Here are some resources to help prepare you for the transition to Forms D:

- [High-level list of FORMS-D pre-ward form Changes](#)
- [Form Update 2016 – Frequently Asked Questions](#)
- ***NEW*** - [SF424 \(R&R\) Application Guide](#)

Please see the [Coeus section](#) for updates to Coeus to support the use of Forms-D.

	<p>➤ Highlights to eRA Commons' - xTRACT</p> <p>eRA Commons' Extramural Trainee Reporting and Career Tracking (xTRACT) system underwent a maintenance release on Thursday, April 28, 2016. Some of the new features and improvements that were rolled out include:</p> <ul style="list-style-type: none"> ➤ Users have the ability to 'bold' the trainee name within a publication citation ➤ Editable section fields ➤ A number of User Interface (IU) improvements <p>See the following link for Further details about these enhancements and fixes.</p>
<p>NSF UPDATE</p>	<p>➤ Pilot Program – Elimination of Grant Proposal Deadlines</p> <p>In recent years, the National Science Foundation (NSF) has struggled with the logistics of evaluating a rising number of grant proposals that has propelled funding rates to historic lows. Annual or semiannual grant deadlines lead to enormous spikes in submissions, which in turn cause headaches for the program managers who have to organize merit review panels. Now, one piece of the agency has found a potentially powerful new tool to flatten the spikes and cut the number of proposals: It can simply eliminate deadlines in favor of an anytime submission.</p> <p>To access the full article, click Here.</p>
<p>DOD UPDATE</p>	<p>➤ Gulf War Illness Research Program</p> <p>The FY16 Defense Appropriations Act provides \$20 million (M) to the Department of Defense Gulf War Illness Research Program (GWIRP) to support innovative, high-impact Gulf War Illness research.</p> <p>The GWIRP is providing the information in this pre-announcement to allow investigators time to plan and develop applications. FY16 GWIRP Program Announcements and General Application Instructions for the following award mechanisms are anticipated to be posted on the Grants.gov website in May 2016. Pre-application and application deadlines will be available when the Program Announcements are released. This pre-announcement should not be construed as an obligation by the government.</p> <p>For more details: http://cdmrp.army.mil/pubs/press/2016/16gwirppreann.shtml</p>
<p>DOE UPDATE</p>	<p>➤ Department of Energy Funding</p> <p>In February, the Obama administration proposed a 4.2% increase, to \$5.572 billion, in the budget of the Department of Energy's (DOE) basic research wing, the Office of Science—not counting an extra \$100 million request dedicated for university research that would not be part of the usual budget process. However, recently both the Senate and House of Representatives appropriations subcommittees that oversee DOE released spending plans that would give the Office of Science just a 0.9% increase, to \$5.4 billion. Both chambers also rejected the call for the \$100 million mandatory spending on university research.</p> <p>To access more information, click Here.</p>

Coeus Update

➤ Updates to Coeus to Support New NIH Forms D & NSF Senior Key Person Form Expanded

Below is a chart of the new/updated forms with related Coeus changes to support the use of these forms.

Name of Form of GG Form	Updates	Coeus Changes / Notes
New Forms		
PHS Inclusion Enrollment Report V1.0	Inclusion Enrollment Report - Combines Planned Enrollment (Forms C) and Cumulative Inclusion Enrollment (Forms C)	Upload under "User Attached S2S Forms"
PHS Assignment Request Form V1.0	Optional form used to provide structured information to NIH referral staff for assignment & review	Upload under "User Attached S2S Forms" <i>*Currently unable to Print from Grants.gov window – but form can still be transmitted. A Fix coming soon*</i>
NSF R&R Senior /Key Person Expanded Profile	A NSF specific version of the form that allows for the attachment of the "Collaborators & Other Affiliations" document	New drop-down selection in the Proposal Personnel section to add a document type of "Collaborators and Other Affiliations" <i>*Please check the Coeus Grants.gov package to see if this form is included. If the form is not in the package, you will continue to upload the "Collaborators and Other Affiliations" attachment as an NSF_Single Copy Document attachment.</i>
Updated Forms		
PHS 398 Career Development Award Supplemental Form V3.0	New - " Candidate Information and Goals for Career Developments " attachment <i>Combined 3 previous attachments, Candidates background, Career goals and objectives, and Candidates plan for career development/training activities during award period.</i>	New - Narrative Type PHSCareer_CandidateInformationAndGoals
	New - " Data Safety Monitoring Plan " attachment	New - Narrative Type PHSCareer_DataSafetyMonitoringPlan
	New - " Authentication of Key Biological and/or Chemical Resources " attachment	New Narrative Type PHSCareer_KeyBioAndOrChemResources
	New - Citizenship Selection Options	<ul style="list-style-type: none"> U.S. Citizen or Non-Citizen National Non-U.S. Citizen - Permanent U.S. Resident Visa Non-U.S. Citizen - with temporary U.S. Visa Non-U.S. Citizen - Not Residing in the U.S Non-U.S. Citizen - with temporary U.S. Visa / applied for permanent resident status

Name of Form of GG Form	Updates	Coeus Changes / Notes
PHS 398 Cover Page Supplement V3.0	<i>Removed section - Project Director / Principal Investigator (PD/PI) - Human Subjects becomes Section 1</i>	
	New - Section 2. Vertebrate Animal Section	New Branching questions included in the S2S questionnaire. <i>*The Questionnaire - Questions for Grants.gov S2S Forms - has been updated so you will receive messages when updating or copying a proposal with the prior version of the questionnaire completed.</i> <ul style="list-style-type: none"> • <i>Updating – you will be directed to complete the new Animal Vertebrate questions if applicable</i> • <i>Copying – you will not be able to copy the old version of the questionnaire, you will need to complete the new questionnaire.</i>
	New Question - Are vertebrate animals euthanized?	Question for Grants.gov S2S Forms
	If Y, is method consistent with AVMA Guidelines?	Question for Grants.gov S2S Forms
	If N to AVMA guidelines, describe method / justification	Question for Grants.gov S2S Forms
	<i>Removed Disclosure Permission Statement</i>	
	PHS 398 Research Plan V3.0	New - " Data Safety Monitoring Plan " attachment
New - " Authentication of Key Biological and/or Chemical Resources " attachment		New - Narrative Type - PHS_ResPlan_Auth_Key_Bio-Chem_Resources
PHS 398 Research Training Program Plan V3.0	Updated Project Plan attachment Requirement - Incorporated "Background" and "Recruitment Plan to Enhance Diversity" attachments	No Change
	New - " Plan for Instruction in methods for Enhancing Reproducibility " Attachment	New - Narrative Type PHS_Res_TrainingPlan_MethodsEnhanceRepro
	New - " Data Safety Monitoring Plan " attachment	New - Narrative Type PHS_ResTrainingPlan_DataSafetyMonitorPlan
Pending Forms		
PHS 398 Fellowship Supplemental Form V3.1	<i>*This form is not yet programmed – scheduled for release by the end of May.</i>	

Forms with minor label changes:

- PHS Additional Indirect Cost V1.0
- PHS 398 Modular Budget V1.2
- PHS Training Budget V1.0
- PHS Training Subaward Budget V2.0

Training & Conferences

OSP & RAIS Spring Training Classes

The Office of Sponsored Projects offers a variety of research administration training opportunities in order to provide staff with the knowledge base to support faculty and researchers in the management of their research.

➤ **The upcoming class for May is:**

NIH - Career Development Awards (CDA) ("K" Awards)	5/06/2016
--	-----------

To register for classes, please go to the [Brown Learning Point Page](#) and log in. The training classes can be found by browsing under the Subject - **"Sponsored Research Related Training"**

➤ **Sponsored Projects Training Material is Online**

[Sponsored Projects Training Webpage](#)

For summer reading ideas, visit the Sponsored Projects Training webpages to easily review the classes offered by OSP and access the training materials. For each class offered, you will be able to quickly access the presentation, case studies, and any other documents pertaining to the specified class.

Click on the training topic (*Pre-Award, Post-Award, Coeus*) below to access the descriptions and materials for the classes in that topic.

Pre-Award	Post-Award	Coeus
Cost Sharing on Sponsored Projects	Allocation of Costs	Advanced Budgeting
Introduction to Grant Budgets	Commitments	How Does Coeus Populate Your Grants.gov Forms?
NIH – Career Development Awards (CDA) ("K" Awards)	Cost Transfers	Lite Proposal Development – New Users
NIH - NRSA Individual Fellowship (F) Grants	Direct Charging Administrative Costs	Premium Budgeting Basics
NIH - NRSA Institutional Training (T) Grants	Effort Reporting	Premium Proposal Creation and Finalization
Reading the Funding Opportunity Announcement (FOA)	Financial Closeout of Sponsored Projects	Proposal Hierarchy
Subcontracts Demystified	Supporting Documentation and Justification	Viewing Proposal and Award Information
	Traveling on Sponsored Funds	Coeus/Pre-Award: NIH ASSIST Training

CONFERENCES & PROGRAMS

SRA International Department Research Administrator: Research Essentials

➤ **Conference:** April 28-29, 2016 | Boston, MA

For more details, see [SRA International: Research Administrator: Research Essentials](#)

NCURA Annual Meeting

➤ **Conference:** August 7 -10, 2016 | Washington, DC

For more details, see [NCURA Annual Meeting](#)

Questions or comments about the Newsletter should be directed to the Office of Research Administration Information Systems – RAIS@brown.edu