



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 \(OSP\)](#)

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<a href="#">Research Administration Updates</a>	<b>Office of Sponsored Projects</b>
Office of Sponsored Projects	<b>➤ Submission of Pre-proposals and Letters of Intent</b>
Office of Research Integrity	Increasingly sponsors are asking for materials prior to full proposal submission to aid their selection of reviewers, examine conflicts of interest and to manage the number of proposals allowed to proceed to full application. We recognize two types of 'pre-proposals' and the submission dates to OSP/BioMed Research Administration (BMRA) are based on sponsor requirements:
Research Development	<ol style="list-style-type: none"> <li>1. OSP/BMRA signature and institutional submission <b>required</b> by sponsor, due date is specified; therefore a Coeus record is necessary. <ul style="list-style-type: none"> <li>• Coeus due date is <b>3</b> days before sponsor's due date. Examples include National Science Foundation (NSF), Partnership for Innovation (PFI), NSF Research Traineeship (NRT), and Partnerships for International Research and Education (PIRE).</li> <li>• Department of Energy and Defense Advanced Research Projects Agency (DARPA) often requires formal submission of pre-proposals.</li> <li>• Several Foundations require pre-proposals as evidence of University's nomination process.</li> </ul> </li> <li>2. OSP/BMRA signature is <b>optional</b>, minimal budget (total costs only), 1-2 pages, no due date. No Coeus record or OSP/BMRA signature required. <ul style="list-style-type: none"> <li>• Not necessary to route for OSP/BMRA review.</li> <li>• Examples include "White Papers" describing objectives and methodology.</li> <li>• Submission is completed by the Principal Investigator (PI) or designee directly to sponsoring agency.</li> </ul> </li> </ol>
Research Administration Information Systems	All questions on submission of proposal materials may be directed to the <a href="#">Grant &amp; Contract Administrator</a> assigned to your department.
<a href="#">Upcoming Proposal Submission Deadlines</a>	
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FDP Update	
NIH / AHRQ Update	
NSF Update	
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## ➤ Expansion of Subaward Clearinghouse Pilot Project under the Federal Demonstration Partnership

Brown is one of the Working Group Institutions participating on a national trial to streamline administrative requirements associated with subrecipient monitoring. Under the federal Uniform Guidance, Brown must gather audit and business information from all partner institutions on an annual basis. In addition, Brown must gather this data from all new collaborating institutions. In [last March's Newsletter](#) we described the initial cohort of 40 institutions. In mid-August a second cohort was added bringing in 39 more organizations. Among the group are Brown partner institutions such as Massachusetts Institute of Technology, Yale, Cornell and many of the University of California campuses. OSP has posted on our website a [full list of project participants to our website](#).

## ➤ New Request for Proposal (RFP) – Marilyn Hilton Award

The Conrad N. Hilton Foundation is announcing the release of two new RFPs for its Marilyn Hilton Award for Innovation in Multiple Sclerosis (MS) Search which aims to stimulate innovative and paradigm-shifting researching on progressive MS. These two RFPs are calibrated to support the work of young investigators. Questions can be directed to Elizabeth Cheung, Senior Program Officer, Special Programs Conrad N. Hilton Foundation. Contact information: (818)-851-3708; [www.hiltonfoundation.org](http://www.hiltonfoundation.org).

## ➤ Checks Received from Sponsors

All checks received from sponsors must be sent directly to the Cashier's Office.

- Checks must be deposited with Cashier's Office within 24 hours. Please note PI name and award reference number or grant worktag on check stub if available.
- Checks should not be sent to the Office of Sponsored Projects

The Cashier's Office is now located at the Brown Business Service Center (BBSC) on the 2nd floor of the J. Walter Wilson (JWW).

New address to send checks:

Cashier's Office | Box 1911 | 69 Brown St. | 2nd Floor | Providence, RI 02912

Contact the Cashier's Office with any questions or visit their website: <https://www.brown.edu/about/administration/cashier/>

## Office of Research Integrity

## ➤ Human Research Protection Program (HRPP) Updates

### ***Change to regulations regarding ClinicalTrials.gov***

On September 16, 2016, the U.S. Department of Health and Human Services (HHS) issued a final rule which expands the legal requirements for submitting registration and results information for clinical trials involving U.S. Food and Drug Administration (FDA)-regulated drug, biological and device products to [ClinicalTrials.gov](http://ClinicalTrials.gov). A summary of this rule can be found at the following link: <https://www.nih.gov/news-events/summary-hhs-nih-initiatives-enhance-availability-clinical-trial-information>.

The National Institutes of Health (NIH) issued a [complementary policy](#) for registering and submitting summary results information to [ClinicalTrials.gov](http://ClinicalTrials.gov) for all NIH-funded trials, including those not subject to the final rule. Both the Health and Human Services (HHS) final rule and the NIH policy go into effect on January 18, 2017.

This [summary table of HHS final rule and NIH policy](#) documents many important elements related to the HHS final rule and the NIH policy is available for reference.

In the coming weeks, Brown's Human Research Protection Program (HRPP) will communicate this information to our research community to increase awareness of these new regulations and requirements. If you have any questions about the HHS final rule or complementary NIH policy, please contact [Christiana Provencal](#).

## ➤ **Animal Research Protection Program (ARPP) Updates**

### **Policy Update**

The Institutional Animal Care and Use Committee (IACUC) recently updated its [Rodent Survival Surgery policy](#) to include explicit information for investigators about record-keeping requirements (see p. 5 of the policy for the new record-keeping section). The updated policy, and all IACUC-approved policies can be found at the following link: <https://www.brown.edu/research/conducting-research-brown/preparing-proposal/research-integrity/iacuc-home-page/policies-useful-links-related-forms>. If you would like to be added to the email distribution list to be informed every time the IACUC approves a new policy or guidance document, please email our IACUC Coordinator, [Annie Yoo](#).

### **IACUC Educational opportunity!**

The Animal Research Protection Program (ARPP) will be offering an **“IACUC 101” session on Tuesday, October 25th from 1:30-2:30 pm** in the 3rd floor conference room, 2 Stimson Ave. This session will provide information on the various external regulatory bodies that oversee animal teaching and research at Brown, tips and tricks on submitting an IACUC protocol that complies with these regulations and institutional policies, and provide insight regarding why some protocols experience delays in approval. Coffee/tea and refreshments will be served. The intended audience is investigators, lab managers, and anyone else interested in or involved in animal research at Brown. Please RSVP to confirm your attendance to [IACUC@brown.edu](mailto:IACUC@brown.edu).

### **Non-compliance incident (NCI) reporting**

In its continued efforts to reduce administrative burden while maintaining the quality and integrity of Brown’s animal care and use program, the IACUC recently voted to change institutional practice of reporting all NCIs that met [reporting criteria](#) to the Office of Animal Laboratory Welfare (OLAW). Going forward, only those NCIs that must be reported to the Office of Laboratory Welfare (OLAW) (e.g., involve Public Health Services (PHS) or NSF funding) will be reported. Please note that other sponsors (e.g., Department of Defense (DoD)) require reporting directly to the sponsor. The IACUC will continue its practice of notifying investigators when it has reviewed the NCI at a convened meeting and the required corrective actions that resulted from the IACUC’s review. Pls **must** implement corrective actions by the due date assigned by the IACUC, or request a reasonable extension (with justification).

## ➤ **Export Control Updates**

### **Purchasing equipment for a lab, for research, or as part of a grant?**

Almost all equipment is subject to export control regulations; however, the majority of equipment does not require a license for export or deemed export. When purchasing equipment or getting quotes from vendors, check for the following red flags:

- The quote from the vendor contains references to “export controls” or a statement that “these items are subject to U.S. export control regulation,” or an explicit reference to “the International Traffic in Arms Regulations (ITAR)” or “the Export Administration Regulations (EAR)”.
- The vendor or manufacturer has listed an Export Control Classification Number (ECCN) or a United States Munitions List (USML) Category, which is usually a roman numeral (e.g., Cat. XII).
- The **terms and conditions** sheet attached to the quote contains a section entitled “export controls”.
- The vendor or manufacturer asks for a signed “end-use certification” or a signed “statement of intended use”.
- The box in which the product arrives or the packaging slip contains references to “ITAR” or “EAR” regulations.

If you come across any of the red flags above, contact Jules Blyth or Rebecca Haworth ([juliane\\_blyth@brown.edu](mailto:juliane_blyth@brown.edu) or [rebecca\\_haworth@brown.edu](mailto:rebecca_haworth@brown.edu))

**Any interest in joining the Export Control Advisory Group (ECAG)?**

The ECAG was formed to guide the Office of Research Integrity (ORI) as it continues to develop an export control compliance program that is appropriately tailored to meet the needs of the Brown community. Unlike other compliance functions at Brown, export control relies heavily on implementation of robust internal controls, many of which sit outside ORI. The ECAG provides feedback on the development of policies, guidelines, procedures, and education and outreach programs pertaining to export control compliance. The Group meets twice a year and has representation from various offices and departments, including Sponsored Projects, Environmental Health & Safety, Facilities, Office of the General Counsel, Research Development, and International Student and Scholar Services.

The Group currently has representation from two departments, Physics and Molecular Pharmacology, Physiology and Biotechnology, but we welcome additional departmental representation! In particular we are seeking representatives from Engineering, Applied Mathematics, Earth, Environment and Planetary Sciences, and Chemistry.

If you are interested in joining this Group, please contact Jules Blyth ([juliane\\_blyth@brown.edu](mailto:juliane_blyth@brown.edu)).

**Export Controls – Coming Soon**

ORI is developing several online Export Control training modules that will be available later in the fall. The online training modules, which will be tailored to the specific needs of administrators and researchers, will cover export control basics, red flags, and case examples. We will offer:

- Export Controls Basics for Administrators
- Export Controls Basics for Researchers
- International Travel/Research
- ITAR compliance for Researchers (**mandatory** for researchers/faculty with Technology Control Plans)

If you would like to be notified when these new online trainings become available, please email Jules Blyth ([juliane\\_blyth@brown.edu](mailto:juliane_blyth@brown.edu)).

**Research Development****➤ OVPR Internal Funding Opportunities**

Complete guidelines on these and other opportunities are available on the [Internal Funding Opportunities](#) page of the OVPR website.

**The Richard B. Salomon Faculty Research Awards**

**Deadline: Tuesday, November 29, 2016, 5 p.m.**

- Support excellence in scholarly work by providing funding for selected faculty research projects deemed to be of exceptional merit.
- Up to \$15,000 for one year.

**Grant Resubmission Awards**

**Deadline: Rolling**

- Provide support for investigators to improve an already highly-rated proposal for re-submission.
- Up to \$15,000.
- **APPLY NOW:** Applications for Seeds, Salomons, and Grant Resubmission Awards are available on UFunds, Brown's online application system.

**➤ Research Development and Grant Writing Newsletter**

The [September](#) issue is now available online; this newsletter offers strategies on how to compete successfully for research funding and highlights new funding opportunities.

## Research Administration Information Systems

### ➤ RAIS Welcomes New Staff Member

RAIS is excited to welcome Andrea Mucci as a Research Services Business Analyst on the team. Andrea joined us from the University of Michigan where she served as a Research Administrator in both the Office of Research and Sponsored Projects and the department of Chemistry and Biophysics. She can be reached at 401-863-1291 and via email [andrea\\_mucci@brown.edu](mailto:andrea_mucci@brown.edu).

### ➤ Requesting an NIH eRA Commons ID or NSF Fastlane ID

To obtain a User ID for either NIH eRA Commons or NSF Fastlane, please complete the following form: [Request a User ID for NIH eRA Commons or NSF Fastlane](#)

The form will guide you with what information is required for us to properly set users in each system.

Brown’s Research Administration will contact you as soon as you are set up in the requested system. Questions on the form should be directed to - (401) 863-2777.

### ➤ Coeus – Where to Attach NSF Collaborators & Other Affiliation Document

In order to determine the location to attach NSF’s new Collaborators & Other Affiliation Document, you must first review the Grants.gov Forms that are included in the attached package.

Navigate to Grants.gov > Forms Tab

Form Name	Mandatory	Inclu...	
RR_SF_424_V2-0	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Available
Performance Site V2-0	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Available
RR Other Projects V1-3	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Available
RR Personal Data V1-2	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Available
RR Budget V1-3	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Available
RR SubAward Budget V1.3	<input type="checkbox"/>	<input type="checkbox"/>	Available
NSF_Cover_Page_V1_6	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Available
<b>NSF_KeyPersonExpanded</b>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Available
NSF Deviation Authorization V1-1	<input type="checkbox"/>	<input type="checkbox"/>	Available
NSF Suggested Reviewers V1-1	<input type="checkbox"/>	<input type="checkbox"/>	Available
NSF_Registration_1_3-V1.3	<input type="checkbox"/>	<input type="checkbox"/>	Not Available

- If the opportunity INCLUDES the **NSF Senior Key Person form**, then the Collaborator & Other Affiliation document should be attached in the **Proposal Personnel Section** as a Personnel attachment.
- If the opportunity does NOT INCLUDE the New **NSF Senior Key Person form**, then the Collaborator & Other Affiliation document should be attached in the **Narrative Section** as an "Additional Single-Copy Document". [Use Narrative Type - NSF\_SingleCopyDocument which will append to the NSF Cover Page - field 5].

### ➤ Archives of the Research Administration Newsletter

Are you Looking for a past issue of the Research Administration Newsletter? They are located on the new OVPB Website under “Conducting Research at Brown” in the left navigation and via this link: <https://www.brown.edu/research/research-administration-newsletters>.

To sign up to receive the monthly Research Administration Newsletter, you can self-subscribe at <https://listserv.brown.edu/archives/cgi-bin/wa?SUBED1=OSPNEWSLETTER&A=1>

## Upcoming Proposal Submission Deadlines

Below are upcoming due dates for the most commonly used activity codes for **NIH & AHRQ**. There is also a link to NSF Proposal Deadlines. **Please continue to refer to the funding opportunity announcement (FOA) for due date information.**

***\*All Proposals are due to OSP / BMRA by the close of the business day unless a time is indicated below. For OSP deadlines that fall on a Friday, complete proposals may be submitted until 9:00 am on the following Monday.***

Click [here](#) to view the listing of all the upcoming due dates for NIH.

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)	<i>past</i>	November 5	<i>past</i>	10/28/2016
K Series	Research Career Development	<i>past</i>	November 12	<i>past</i>	11/04/2016
R03, R21, R33, R21/33, R34, R36	Other Research Grants	<i>past</i>	November 16	<i>past</i>	11/08/2016
R18, U18, R25	Research Demonstration Education Projects	January 25		1/17/17	
T Series D Series	Institutional National Research Service Awards Other Training Grants	January 25		1/17/17	
P Series	Program Project Grants and Center Grants	January 25		1/17/17	
F Series Fellowships	Individual National Research Service Awards	December 8		11/30/2016	
F31 Diversity Fellowships	Individual Predoctoral Fellowships (F31) to Promote Diversity in Health-Related Research	December 13		12/5/16	

Click [here](#) to view the listing of all the upcoming due dates for AHRQ.

Grant Mechanism	Type of Application	Sponsor Due Date		OSP/BMRA Due Date	
		New Application	Resubmission, Renewal, Revision Application	New Application	Resubmission, Renewal, Revision Application
R01	Large Research Projects	<i>past</i>	November 5	<i>past</i>	10/28/2016
R03	Small Research Projects	<i>past</i>	November 16	<i>past</i>	11/08/2016
K01	Mentored Research Scientist Development Awards	<i>past</i>	November 12	<i>past</i>	11/04/2016
R18	Large Research Demonstration Projects	January 25		1/17/17	
F32	Postdoctoral Individual NRSA Awards	December 8		11/30/2016	

Click [here](#) to view the listing of all the upcoming Due Dates for NSF.



## Sponsor / Agency Updates

### DARPA UPDATE

#### ➤ **The Defense Advanced Research Projects Agency (DARPA) Young Faculty Award (YFA)**

The YFA program aims to identify and engage rising stars in junior faculty positions in academia and equivalent positions at non-profit research institutions and expose them to Department of Defense (DoD) and National Security challenges and needs. In particular, YFA will provide high-impact funding to elite researchers early in their careers to develop innovative new research directions in the context of enabling transformative DoD capabilities. The long-term goal of the program is to develop the next generation of scientists and who will focus a significant portion of their future careers on DoD and National Security issues.

DARPA anticipates soliciting innovative research proposals in the areas of physical sciences, engineering, materials, mathematics, biology, computing, informatics, social science, robotics, neuroscience and manufacturing of interest to DARPA's Defense Sciences Office (DSO), Microsystems Technology Office (MTO), and Biological Technologies Office (BTO).

**Proposals are due January 18, 2017 at 12 PM Eastern time.** The [Solicitation](#) is posted on the Federal Business Opportunities website.

### FDP UPDATE

#### ➤ **Highlights from the Federal Demonstration Partnership (FDP) Meeting**

The FDP meeting was held in Washington DC in September. Below are some highlights from the meeting:

##### **National Institute of Health (NIH)**

###### NIH Grants Policy Statement

The updated NIH Grants Policy Statement will be available on October 31, 2016. The revised Grants Policy Statement will be applicable to all NIH grants and cooperative agreements with budget periods beginning on or after October 1, 2016.

###### Appendix Policy Change

NIH issued a new policy to eliminate most appendix materials that are submitted with applications. The new policy is effective for application due dates on or after January 25, 2017.

###### Post-Submission Materials

The policy change highlights the only post-submission materials that NIH will accept are those resulting from unforeseen events such as the following for example:

- Revised budget page(s) (e.g., due to new funding or institutional acquisition of equipment)
- Biographical sketches (e.g., due to the hiring, replacement, or loss of an investigator)
- Adjustments resulting from natural disasters (e.g., loss of an animal colony)

##### **National Science Foundation (NSF)**

The Proposal and Award Policy and Procedures Guide (PAPPG) will be published this month and go into effect on January 30, 2017. The significant changes from prior year's version will be included for your reference.

##### **NSF Grants Conference - Webcast**

The next National Science Foundation Grants Conference will be hosted by Carnegie Mellon University in Pittsburgh, PA, on **November 14-15, 2016**.

While registration for this conference has reached capacity, you can request to be notified of NSF plans to webcast this conference, please visit the [conference website](#) and select "Get Notified."

### **National Aeronautics and Space Administration (NASA) - NASA Solicitation and Proposal Integrated Review and Evaluation System (NSPIRES)**

All PIs and Co-Is must register in NSPIRES. Proposers should use the NSPIRES registration module to affiliate with an organization. Every Co-PI, Co-I, and Collaborator must acknowledge his/her intended participation in the proposed effort.

### **Air Force Research Laboratory (AFOSR)**

If you receive an AFOSR award, the Agency MUST publish your project abstract to a searchable website available to the general public in accordance with Public Law 113-235.

### **Government University Industry Research Roundtable - GUIRR**

The membership will consider "Fourth Industrial Revolution" on October 25<sup>th</sup> – 26<sup>th</sup>; the suite of emerging technologies with applications for manufacturing and production:

- Advanced Analytics: How IoT (Internet of Things) tools are being adopted across the manufacturing sector
- Digital-Physical Systems: How digital modeling tools are changing manufacturing processes
- Human-Technology Frontier: The future of virtualization and robotics in the manufacturing space

Other Topics included Digital Accountability and Transparency Act (DATA) Act; NIH single Institutional Review Board (IRB); NSF Fastlane and Research.gov modernization and summary of the Office of Science and Technology Policy (OSTP) Science & Technology Policy Agenda. For full details see

[http://sites.nationalacademies.org/PGA/fdp/PGA\\_174472](http://sites.nationalacademies.org/PGA/fdp/PGA_174472)

The [September 2016 presentations](#) are posted to the FDP website. You may access them by visiting the [Meetings](#) page on the FDP website at [www.thefdp.org](http://www.thefdp.org).

The Meeting Summaries are forthcoming, an email will be sent when they are posted to the website. All additional presentations will be posted as they are received.

### ➤ **FDP – Congressional Hearing on Academic Research Regulatory Relief**

On September 29<sup>th</sup>, in a timely follow up to the FDP's recent meeting, the Research and Technology subcommittee of the committee on Science, Space and Technology held a hearing to review recent recommendations made by the National Academy of Sciences (NAS) and the U.S. Government accountability Office (GAO) for streamlining federal regulations on academic scientific research to optimize the nation's investment in research, while ensuring accountability and scientific integrity.

Click on the following link to [view the testimony](#).

### ➤ **Commons Working Group Meetings**

NIH holds open meetings of the [Commons Working Group \(CWG\)](#) in conjunction with FDP meetings. The meetings are generally held from 1-3pm on the second day of FDP (at or near the FDP meeting hotel). If you would like to receive notifications of agendas, meeting times, and other opportunities to let FDP know what you think, [subscribe](#) to the CWG Listserv. You can also enter your recommendations on how to improve their systems at [eRAcommunications@mail.nih.gov](mailto:eRAcommunications@mail.nih.gov).

For more information, contact Megan Columbus at: [megan.columbus@nih.gov](mailto:megan.columbus@nih.gov) or [301-435-2496](tel:301-435-2496).



**NIH  
UPDATE**

➤ **NIH Continuing Resolution Update (NOT-OD- 17-001)**

The National Institutes of Health (NIH) continue to operate under the Continuing Resolution. During this period, NIH will issue non-competing research grant awards at a level below that indicated on the most recent Notice of Award (generally up to 90% of the previously committed level). Upward adjustments to awarded levels will be considered after FY 2017 appropriations are enacted, but NIH expects institutions to monitor their expenditures carefully during this period.

Link to full details of this notice ([NOT-OD-17-001](#)).

➤ **NIH’S Center for Scientific Review (CSR) Online Briefings for Applicants and Reviewers**

CSR will host three online briefings for applicants and reviewers in November and December 2016.

Date	Briefing
<a href="#">Nov. 2, 2016</a>	<b>8 Ways to Successfully Navigate NIH Peer Review and Get a Fellowship Grant:</b> This briefing will cover the key things applicants need to know about the submission and review of their fellowship applications.
<a href="#">Dec. 1, 2016</a>	<b>8 Ways to Successfully Navigate NIH Peer Review and Get an R01 Grant:</b> This briefing will cover the key things applicants need to know about the submission and review of their R01 applications.
<a href="#">Dec. 2, 2016</a>	<b>NIH Peer Review Briefing for Basic Research Applicants and Reviewers:</b> The NIH Director and other NIH/CSR official will reaffirm NIH’s commitment to basic research and help applicants and reviewers do their part in proposing and reviewing basic research.

All of the briefings will run from 2:00 to about 3:00 p.m. Eastern Time, including a 30 minute Q&A period.

**How to Participate:**

- Use links below to register for the briefing you wish to join.

8 Ways to Successfully Navigate NIH Peer Review and Get a Fellowship Grant	<a href="#">Register by October 31</a>
8 Ways to Successfully Navigate NIH Peer Review and Get an R01 Grant	<a href="#">Register by November 30</a>
NIH Peer Review Briefing for Basic Research Applicants and Reviewers	<a href="#">Register by November 30</a>

- **Specific Submit questions for the Q&A session before or during the briefing** by sending them to the moderator at an [AskExperts@csr.nih.gov](mailto:AskExperts@csr.nih.gov)
- **Go to [www.csr.nih.gov/webinar](http://www.csr.nih.gov/webinar) to the day/time your briefing is scheduled.** Click on the link that will be provided there.

**NSF  
UPDATE**

➤ **NSF Continues to Enhance Automatic Compliance Checking**

NSF continues to focus on the automated compliance checks of proposals in order to decrease the burden on both the research community and NSF staff. **Effective September 26, 2016**, FastLane will now **check to ensure that the combined text of the Project Summary text boxes (or uploaded Portable Document Format (PDF) if the Project Summary contains special characters) does not exceed one page** prior to submission.

According to [NSF’s Fastlane FAQs](#) - The total character count of the "Overview", statement on "Intellectual Merit", and statement on "Broader Impacts" text boxes **cannot exceed 4,600 (including spaces)**. The total number of lines entered for the three text boxes cannot exceed 51 (including blank lines between paragraphs). However, there is no limit on the characters that can be entered per box. The 4,600 character limit and 51 line limit for the Project Summary are to ensure that the document meets the one-page limit.

The compliance check will trigger an error message in the following circumstances:

- Project Summary text exceeds the one-page limit; and
- Project Summary text is entered and the user also uploads a “Project Summary with Special Characters” supplementary document.

NSF’s automated compliance validation checks ensure proposals comply with requirements outlined in Chapter II.C.2. of the [Proposal and Award Policies and Procedures Guide \(PAPPG\)](#).

For NSF proposals that are submitted via Coeus; the combined processes of Coeus validations and the Grant/Contract administrator’s review process address Fastlane’s automated proposal compliance checks.

- Updated version [Fastlane’s auto-compliance checks](#).
- Link to [Coeus / NSF Validations](#) based on Fastlane’s auto compliance checks.

➤ **NSF Program Solicitation for Smart and Connected Health (SCH)**

The goal of the Smart and Connected Health (SCH) Program is to accelerate the development and use of innovative approaches that would support the much needed transformation of healthcare from reactive and hospital-centered to preventive, proactive, evidence-based, person-centered and focused on well-being rather than disease. - Proposal Deadline – December 8, 2016

See [Program Announcement – NSF 16-601](#)

## Training & Conferences

### OSP & RAIS November / December 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.

Track	Class	Date
Post Award	Commitments	11/03/2016
Coeus	Lite Proposal Development – New Users	11/07/2016
Post Award	Supporting Doc & Justification	11/10/2016
Pre-Award	Cost Sharing	11/11/2016
Coeus	Advanced Budgeting	11/15/2016
Post Award	Financial Closeouts	11/15/2016
Pre-Award	NIH (F) Fellowship	11/17/2016
Pre-Award	NIH (T) Training	11/23/2016
Post Award	Allocation of Costs	12/02/2016
Post Award	Effort Reporting	12/06/2016
Pre-Award	Sub awards	12/09/2016

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 & PROGRAMS

#### NCURA Region I - Executive Shadow Program (ESP)

The 2016-2017 ESP is now accepting applications.

- Region I members in good standing will have an opportunity to observe the business and programmatic aspects of running Region I activities by “shadowing” in a non-voting capacity at up to three (3) Advisory Committee (AC) meetings over the course of a year, normally January through December. Identifying and recruiting future leaders for Region I is a priority. By providing Region I members with an informal exposure to the inner-workings of the region, ESP is intended to inspire Region I members to volunteer for key leadership positions. We look forward to your applications!

For further details and registration information, see [NCURA Region I - Executive Shadow Program](#), or contact [pdcc@ncuraregioni.org](mailto:pdcc@ncuraregioni.org). **Application Deadline: Friday, November 11, 2016**

#### NCURA Region I - Mentor Program

The 2016-2017 Mentor Program is now accepting applications. The Mentor/Mentee Program relationship runs over the course of a year, normally January through December. **To apply, please click on the following link: [NCURA Region I Mentor Application](#).**

- **Background:** Volunteer mentors and mentees are matched based upon criteria such as specific area of interest, institution type, years in research administration, and goals. Once matched, the flexibility of the program allows the mentor and mentee to coordinate the collaboration that works best for them.
- **Benefits:** The program provides a unique and rewarding opportunity for seasoned professionals in the field of research administration to share their knowledge and experience with colleagues who are newer to research administration. Mentors may provide information related to networking opportunities as well as advice and guidance with respect to professional and career development.

More information regarding the program is available on the NCURA Region I website at <http://www.ncuraregioni.org/mentor-program.html>. For questions or additional information please contact [pdcc@ncuraregioni.org](mailto:pdcc@ncuraregioni.org).

**Application Deadline: Friday, November 11, 2016**

*Questions or comments about the Newsletter should be directed to  
the Office of Research Administration Information Systems – [RAIS@brown.edu](mailto:RAIS@brown.edu)*