Meeting started at 3:00 p.m.

1. **Introductions of Members and Guests** (*Daryl Weinert*) [3:00 – 3:05]

Daryl thanked Linda Forsyth for hosting the meeting. We went around the room for introductions.

2. **Presentation:** RAAC Communications Subcommittee Update (*Natalia Simon*) [3:05 – 3:35]

Natalia filled in for Becky O’Brien and provided the RAAC Communications Subcommittee update. Natalia is a Research Process Coordinator in the School of Dentistry and gave a little background about herself.

Communication Subcommittee Charge:
- Identify and assess the communication methods for U-M research administration.
- Work to develop improved systems.
- Recommend best practices.
- Facilitate and foster communications to the research administrator community.

Member updates - have seven (7) new members:
- Kellie Buss, ORSP, joined 6/2017
- Maggie Swift, ORSP, joined 1/2018
  - Replaced Julie Olivero and Jeff Alber from ORSP
- Kathy Kuhn, Engineering, joined 2/2018
  - Corey Turner transitioned to Process subcommittee
  - Lisa Kisabeth rotated off
- Cathy Liebowitz ISR, joined 11/2017
- Dean Michalak, Sponsored Programs, joined 6/2017
  - Replaced Leslie Chavez
- Natalia Simon, Dentistry, joined 2/2018
  - Replaced Carey Disney
- Tina Wells, UMTRI, joined 5/2017
  - Tina joined as ISR rep and since moved to UMTRI.

Accomplishments:
- Onboarded seven new members
- Conducted RAN meetings: Feb. 22 and May 15
- Implemented post RAN survey
- Rolled out the NIH FORMS-E Human Subjects Form Guidance Tool
- Provided Communications feedback
February RAN meeting:
- Emcee: Kathy DeWitt.
- Topics:
  - Intro To Offices (Human Subject Incentives Program, Office of Technology Transfer, Small Business Plans)
  - Networking – meet the office representatives
  - Feature presentation: IRB Review: What Research Administrators Need to Know
- Attendance:
  - 116 in-person
  - 68 remote
  - 64 YouTube views

May RAN meeting:
- Emcee: Yvonne Sturt
- Topics:
  - Uniform Guidance Procurement Standards
  - Feature Presentation: New Award Workspace Preview
  - UMOR Staff Recognition Awards immediately following RAN meeting
- Attendance:
  - 112 in person
  - 69 remote
  - 96 YouTube views

RAN Meeting Trends:
- May events – avoid Fridays.
- October meetings average 213 attendees – historically, October meetings have the largest attendance.
- February meetings average 184 attendees.
- May meetings average 163 attendees.
- On average 65% attend in-person, 35% attend remotely.

The RAAC Communications subcommittee continues to keep an eye on the trends. Right now, there is nothing we can say conclusively about the attendance beyond the observations we’ve noted.

Post RAN Survey:
- 10/24/17 meeting (first survey)
  - 44 responses
  - 21% response rate
  - 56% rated meeting very good or excellent
- 2/22/18 meeting:
  - 33 responses
  - 16% response rate
  - 73% rated meeting very good or excellent
- 5/15/18 meeting:
  - 49 responses
  - 18% response rate (15 were from who did not attend)
  - 76.5% rated meeting very good or excellent

Purpose of Survey:
- Make sure we are providing relevant information to the attendees.
- Find out what attendees like and don’t like about the meetings.
- Discover areas where we can improve.
- Try to gauge attendance patterns, including understanding the reasons why people choose not to attend.

Takeaways from Survey:
- Most did not attend in-person due to workload, location, or vacation.
- The satisfaction rate has been increasing over the last three surveys.
- For May meeting, we asked non-attendees to respond to the survey and we received more responses from that group.

NIH FORMS-E Guidance Tool:
- Working group: Kathy Devereux, Chris DeVries, Melissa Karby, Cathy Liebowitz, Colleen Vogler.
- The tool was rolled out on 12/21/17.
- There are ongoing updates (currently at version 7). Check ORSP website for most up-to-date version.

Provided communications feedback on:
- NIH FORMS-E and Clinical Trials
- Grants.gov transition from Adobe Forms to Workspace
- RAAC Metrics subcommittee - rolling out the Current & Pending form

In progress:
- Next RAN meeting is 10/18/18 - early planning stage
- RAN attendee tracking 2.0 - compared registered/non-registered, attended/did not attend
- Review and feedback of web pages
- RAN planning workgroup
- Informal Peer-to-Peer Sharing for RA community

Daryl asked about some units sending only one person to RAN meetings. Is that common? What is the attitude of sending research administrators to RAN? There were a few responses from the group, and the consensus is that units do not prohibit their staff from attending RAN, unless there are workload issues.

There was a question about whether RAAC Communications captures the names of remote attendees. Constance answered that we can match remote registrations in Eventbrite with the number of connections to the livestream, but we do not know if multiple people are attending in conference room. This is one reason for continuing to explore the Google Groups functionality for RAN meetings, so we can poll remote attendees for the number of people watching at a particular location.

Daryl asked if larger units with multiple RAs (e.g., Engineering) do a debrief of the meeting if all RAs cannot go. Linda answered that they try to debrief at various staff meetings. Since location can be an issue for Engineering staff, most try to watch remotely.

RAN Meeting Analysis:
- Analyzed registrations and those who attended.
- Most people who register attend the meeting.
- Do not have meetings on Fridays (May 2016 meeting had lowest attendance).

Webpages:
- Cost Share - done
- Next to review:
○ Route & Submit landing page
○ Manage Project landing page
○ Findings from cleaning up landing pages will help dive deeper within the site architecture pages.

● Toolkit for web page review:
  ○ Increase efficiency
  ○ A “How-to” for the review process
  ○ Smaller groups are working on pages.

RAN Planning Work Group:
● Launched RAN Planning Work Group
  ○ Will oversee standard tasks to execute the RAN meeting (speakers, presentations, etc.)
  ○ Create and revise standard templates, job descriptions, and ideas for future meetings.

● Start some onboarding for 10/2018 meeting.
● The work group allows more time for RAAC Communications subcommittee to address other initiatives.

Initiatives:
● Informal Peer-to-Peer Sharing Forum - focused on research administrator. Provide opportunity to ask questions, seek ideas, etc. Will not answer policy questions, or act as official source of information.
  ○ Created group and testing functionality and processes.
  ○ Simulated adding users examining the invite experience.
  ○ Potential for use as chat function for RAN remote attendees.
  ○ Explore “invite” and “direct add.”
  ○ Looked at category capabilities (categorize topics) sorting capability, and browser compatibility (Chrome, IE, Safari, and Firefox).
  ○ There is concern about staff answering questions being a spokesperson for the University and considered policy. We are researching other U-M forums to see how they are conducted and their experience. Will follow those models.
  ○ We were trying to test 100 people (via ITS), but stepped back to look at other models. Need more people to test out the forum.

Ongoing work:
● Plan and execute engaging relevant RAN meetings.
● Solicit and provide input to guide the continued development of web content to U-M research enterprise.
● Recommend content/ideas for RAP newsletter.

Daryl asked if the web pages have been prioritized for review. Constance responded that they have – we’re focusing on the top 10 main landing pages to start. Certain topics are visited on annual basis, some for policy changes, etc. Daryl asked if the toolkit is designed for the whole committee or smaller groups to conduct the reviews. Constance answered that the goal is to have small groups work on pages and bring back to the subcommittee for a once-over.

Daryl wondered if there is a way to look at which pages on the ORSP website are driving the most traffic in case there is a need to re-prioritize which pages are reviewed and when. Constance answered that it is possible to get analytics and these will be presented the next time RAAC Communications provides an update to the Committee-at-Large.
3. **Update: Award Change Request / Award Management (Cathy Handyside)**

Cathy began by letting the group know about an ITS item not related to Award Management. A reminder for M-Inform users that we are coming up on the end of the fiscal year. ITS needs to change over for the annual disclosure process and will start July 1. Anyone who needs to should get their FY2018 disclosures completed by June 29.

Topics for today’s update:
- Project Timeline: on track for August.
- “Request ORSP Action” is being replaced with Award Change/Request (ACR).
- Option to use new ACR form in place of PAC-R.
- Plans for Data Conversion (10,000 PAFs to be updated).
- Preparation for Business Objects and Remote Data Access.
- Next Steps for Units.

**Award Management:**
- Implementation planned for weekend of August 4-5, 2018 - eRPM will be back up at 6:00 a.m. Monday morning
  - Contingency plan – August 18-19
  - During implementation weekend, eRPM will be offline Friday evening from 5:30 p.m. to 6:00 a.m. on Monday.
- User Acceptance Testing – in progress
  - Central Office (ORSP, SP, SSC, Compliance Offices)
  - School/College/Institute Advisory Committee - planned for June 26 and July 9.
- Training for Units and Central Offices – July 2018
  - Include video-based training and hard-copy job aides
  - Will get out two weeks before August release.

**Award Change/Request:**
- Current process – use activity in PAF requesting ORSP Action.
- New Award Functionality – puts request in a worklist for ORSP, where they will work it independently, and can track in its own lifecycle. Some requests will change the details of the award, and if approved, ORSP will complete an Award Modification.
- The request will go directly to ORSP and will not include automated routing for signatures. Unit routing is planned for a future system update.

An Award Change/Request can be completed by:
- PIs
- Sponsor PIs
- Primary Post-award contact
- Administrative Personnel
  - ITS will initially populate with primary RA and other post-award contacts from PAF.
- Approvers in Admin Home chain of departments

Cathy asked the group about the naming of the action – should we keep the current name, “Create Award Change/Request” or change it to “Request Action/Modification?” The group voted to change to Request Action/Modification.

- There are only two screens that are part of the award change/request process.
  - Post-award change request – select the change type from list. Change type should match what is selected on PAC-R form.
Other ORSP action Request
When you choose the change/request type, it will take you to 2nd page to upload document. If the required documentation has been signed and uploaded, click on “Route Request” to send to ORSP.
Click Finish – will go to form and have option to edit, print, route, post a comment, or cancel. You can use for documents with signatures.

Beth asked if the request will go to ORSP when you click “Route Request.” Is the language clear that a signature is required before it routes to ORSP? Cathy responded that there is a notice (in red) that a document (PAC-R) with appropriate signature is required. If a change request only, document is not required.

There was a question about whether the Request ORSP Action function is still on PAF. Cathy responded that it will be on PAF, and will be handled as it is today.

There was a question about how the ACR shows up when it is in process on the main award. Cathy showed the “Modifications” tab – you can see all the modifications from ORSP and change requests in progress here.

A question was raised about how to handle multiple changes/requests. Cathy answered that when multiple changes/requests are submitted, they will be shown individually on the “Modifications” tab.

Data Conversion:
- The 10,000+ awards will be converted the same weekend as implementation.
- PAFs to be converted into Award records:
  - All active PAFs.
  - Single PAF - new award/single Project/Grant (P/G).
  - Multiple pafs with same P/G - new award/single P/G
  - Includes partially closed PAFs - a couple closed, but two are still in progress.
  - This includes projects that are complete, but not yet closed (requested by RAAC EC).
- Manually converted:
  - Complex award with multiple PAFs (i.e., holding account).
  - No PAF but active P/G in Finance.
  - Multiple PAFS - Multiple P/G.
- Not Converted:
  - Closed PAFs - PAF will remain in system in “closed” state.
- Awards in progress are the hardest to convert (during transition). May need to wait to the next week.

Preparing Business Objects & RDA Users.
- Email communications going out:
  - Unit remote data access (RDA) owners - 6/7
  - eRPM Data Warehouse Users - 6/20
- Plan for U-M Maintained queries
  - ORSP will update U-M maintained queries with new award structure
- Assisting those who do Ad-hoc queries and reporting
  - Draft data dictionary available in early July
  - Business Objects QA environment updated with Award data in early July
  - Option to copy your existing custom reports into the QA environment to see how they will look in the new data tables
  - In-person lab session for those who do ad-hoc queries and reporting
Next steps:
- Decide if you will use PAC-R or new ACR form for post-award change requests.
- Alert your data folks for changes coming to data warehouse and reporting.
- Prepare for unit training in late July.

Daryl asked if there are SPG references that are affected or will need to be updated. Cathy is not aware of any, but will look into it.

There were two questions about the Award Change/Request form – will it have name and signature line, and how does the name get printed? The form will have name and signature lines, and the name will need to be hand-printed.

Linda asked if it is possible to see what the training videos will look like ahead of time. This will help schools and colleges determine how they should train their teams. Cathy responded that she will make sure that the slides accompanying the video are sent in advance.

4. ORSP Update (Craig Reynolds) [4:05 – 4:15]

Craig thanked Cathy and her team for all the work that has been done on Award Management.

Staffing Update:
- Have three new PRs, but now only two. One left and currently posting a new position.
- Tom Zdeba retired. Will come back on temporary basis.
- Will have some promotions. Look for a communication to come out next week.
- Craig has been pressing the Private Sponsors team to better integrate the maize and blue teams. Trying to do better job cross-training for coverage.
- Data Use Agreements – largest most significantly growing business – up 40%. We are not able to keep up with the volume, but working on it. Training a new hire, Eric Ward (.5 FTE). Also, Daniela Marchelletta, Caitlin Jost, and Dan Garber (.25 FTE) will allocate some time on Data Use Agreements.

No updates on Deadline Policy. Waiting to get through the Award Management Functionality.

On the regulatory front, a delay was announced for the Common Rule (related to human subject) to January 2019. There are still questions about how the Common Rule will be applied practically, and more information will be communicated later. NIH will send out notice addressing the fact they will follow the legal definition in accordance with the rule.

Melissa asked if there will be communication related to the NIH requirement for using their xTRACT system for training grants. The Medical school has MTrain. Do we use Medical School or NIH system? Craig responded that this was not on his radar, but he will look into it.

5. Sponsored Programs Update (Debbie Talley) [4:15 – 4:25]

- Message from Cheryl Soper on Fiscal Year end cut off dates went out.
- Single Audit – still working through testing. Will finish audit after Fiscal Year end. Hopefully submitted the end of October.
- Procurement Standards – implemented for UG effective July 1. RAPid will go out, Procurement and ORSP website will be updated. Bob Johnson presented at RAAC CAL and RAN meeting on $10,000 limit.
6. **Closing and Future Meetings** *(Daryl Weinert)*

Daryl provided an update on the RAAC Process chair search. Melissa Karby will take over the chair role beginning July 1, 2018.

Meeting adjourned 4:25 p.m.

RAAC Committee-At-Large Meeting Dates
- Tuesday, July 17, 2018, 3:00 – 4:30 pm @ 1240 School of Nursing (Chris Allan, RAAC Metrics Subcommittee)
- **No August meeting**
- Tuesday, September 18, 2018, 3:00 – 4:30 pm @ U-M Dearborn (RAAC Process Subcommittee)

Executive Committee Meetings
*Wolverine Tower, Conference Room 1025 (unless noted)*
- Tuesday, July 10, 2018. 3:30 – 5:00 pm
- **No August meeting**
- Tuesday, September 11, 2018, 3:30 – 5:00 pm
Research Administration Advisory Council
Communications Subcommittee

Update to RAAC Committee-at-Large
June 19, 2018

Introduction - Natalia Simon

Professional Role at U-M

- Research Process Coordinator at School of Dentistry

Committee Service at U-M

- DEI Champion
- RAAC Communications Sub-Committee (newest member!)

Fun Facts:

- Previous work with numerous federal and private sponsors
  ○ Sarcoma SPORE
- Supported research projects in emerging markets (Kenya, Rwanda, S. Africa, the Philippines, etc.)
- Sub-committee peers vouch for excellent editing skills and keen sense of time management!
Communication Subcommittee Charge

The RAAC Communications Subcommittee seeks to:

- Identify and assess the communication methods currently used at U-M for research administration
- Once identified, work to develop improved systems that support robust, consistent and effective communications within the research administration community
- Recommend best practices by topic, purpose, and/or method
- Facilitate and foster communications to and among research administrators by conducting the quarterly Research Administrators Network (RAN) meetings

Communication Subcommittee Members

- Kellie Buss, ORSP (joined 6/2017)
- Constance Colthorp, ORSP and Sponsored Programs
- Cindy Dames, ORSP
- Lori Deromedi, UMOR Compliance
- Chris DeVries, ORSP and Sponsored Programs
- Nicole Dyer, LSA
- Kathy Kuhn, Engineering (joined 2/2018)
- Cathy Liebowitz, ISR (joined 11/2017)
- Dean Michalak, Sponsored Programs (joined 6/2017)
- Becky O’Brien (Chair), School of Information
- Brenda Phillips, Medical School
- Natalia Simon, Dentistry (joined 2/2018)
- Maggie Swift, ORSP (joined 1/2018)
- Pat Turnbull, Dearborn
- Tina Wells, UMTRI (joined 5/2017)
Accomplishments Since November 2017

- Onboarding new members
- RAN Meetings - February 22nd & May 15th
- Implement Post-RAN Survey
- NIH FORMS-E Human Subjects Form Guidance Tool
- Communications Feedback

Research Administrators’ Network (RAN) Meetings - Thursday, February 22, 2018

Topics:
- Intro to Offices
- Networking:
  - Meet the Office Representatives
- IRB Review at U-M: What Research Admins need to know

Attendees: 116 in-person, 68 remote
Emcee: Kathy DeWitt
YouTube: 64 subsequent views thus far

Agendas and presentations on the RAN webpage:
http://orsp.umich.edu/ran/
Research Administrators’ Network (RAN) Meetings - Tuesday, May 15, 2018

Topics:
- Uniform Guidance Procurement Standards
- New Award Workspace Preview
- Followed by UMOR Staff Recognition Awards

Attendees: 112 in-person, 69 remote
Emcee: Yvonne Sturt
YouTube: 96 subsequent views thus far

Agendas and presentations on the RAN webpage:
http://orsp.umich.edu/ran/

RAN Meetings: The Numbers

![Graph showing total RAN attendees per meeting]

![Pie chart showing RAN attendees: average in-person vs. remote]
Post-RAN Meeting Survey Launched

10/24 Initial Highlights
- 44 responses
- 21% response rate
- 56% rated event “Very Good” or “Excellent”

2/22 Initial Highlights
- 33 responses
- 16% response rate
- 73% rated event “Very Good” or “Excellent”

5/15 Initial Highlights
- 49 responses
- 18% response rate (of attendees)
- 76.5% rated event “Very Good” or “Excellent”

NIH FORMS-E Guidance Tool

NIH FORMS-E Human Subjects Guidance Tool
- Working Group:
  - Kathy Devereux, Chris DeVries, Melissa Karby, Cathy Liebowitz, Colleen Vogler
- Rolled Out 12/21/2017
- Ongoing Updates (check ORSP site for most up-to-date version)
Communications Feedback

Provided Feedback on Communications:

- NIH FORMS-E and Clinical Trials
- Transition from Adobe Forms to Workspace
- Feedback to RAAC Metrics regarding roll out of Current & Pending form

In progress:

- Next RAN Meeting - October 18, 2018
- RAN Attendee Tracking 2.0
- Review & Feedback of Web Pages
- RAN Planning Work Group
- Informal Peer-to-Peer Sharing for RA Community
RAN Attendee Tracking 2.0

In-Person Numbers: Comparing Registration and Attendance

![Bar Chart]

**Cost Share Webpage:**
- **Done**

**Next Pages Up:**
- [Route & Submit](#) landing page
- [Manage Project](#) landing page

**Toolkit:**
- Increase Efficiency
- A “How-To” for the Review Process

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**Review of ORSP Webpages**

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**Route & Submit Proposal**

Create a Proposal Approval Form (PAF) within your unit and via the eResearch Proposal Management (eRPM) system. Once internally complete and correct, route to ORSP for submission four days in advance of the sponsor deadline.

- Proposal does not require eRPM for the UM departments or units of the various schools, colleges, or institutes.
- Proposal submitters are required to submit when route and after reviewing the Proposal Approval Form (PAF).
- Any research or scholarly project proposals with outside funding must be processed through ORSP and documented in eRPM.

Funding and state regulations and UM policies guide the processing of proposals and submission to potential sponsors, as well as the subsequent handling of projects resulting from successful proposals.

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RAN Planning Work Group

- Launching RAN Planning Work Group
  - Subgroup of the RAAC Communications subcommittee.
  - Will oversee standard tasks associated with planning and executing RAN meetings.
  - Will work to create and revise standard templates, “job descriptions,” and develop ideas for future meetings (including topics, themes, emcees).

- Started some “onboarding” for the October 2018 RAN meeting.

- Allows for more time in RAAC Communications meetings to address other initiatives.

Informal Peer-to-Peer Sharing Forum

Fill the communication toolset gap for informal community sharing.

Current Status:

- Created group and testing functionality and processes
- Simulated adding users examining the invite experience both sides
- Potential for use as chat function for RAN remote attendees.
- Explored “invite” and “direct add” (identified fix for U-M ITS M-Google to resolve!)
- Looked at category capabilities (to categorize topics), sorting capabilities (to sort categories), and browser compatibility for Chrome, IE, Safari, and Firefox
Communications Subcommittee

Ongoing Work

- Plan and execute engaging and relevant RAN meetings (ran-plans@umich.edu)
- Solicit and provide input to guide the continued development of web content related to the University of Michigan’s research enterprise
- Recommend content and propose ideas for RAP newsletter

Questions?
ITS Update
RAAC Committee-at-Large

Cathy Handyside, Assistant Director - ITS Research Administration Systems
June 19, 2018

Topics

Award Management

- Project Timeline
- Award Change/Request (ACR)
- Option to use new ACR form in place of PAC-R
- Plans for Data Conversion
- Preparation for Business Objects and Remote Data Access
- Next Steps for Units
Project Timeline

Award Management

- Implementation planned for the weekend of August 4-5, 2018
  - Contingency Plan - Weekend of August 18-19, 2018
  - During implementation weekend, eRPM will be offline starting Friday evening at 5:30 PM until Monday, 6:00 AM
- User Acceptance Testing - In Progress
  - Central Offices (ORSP, Sponsored Programs, SSC, Compliance Offices)
  - School/College/Institute Advisory Team - Planned for June 26 and July 9
- Training for Units and Central Offices - July 2018
  - Training for Units will include video-based training and hard-copy job aids

Award Change/Request

Create Award Change/Request

- New function replaces Request ORSP Action activity on Awarded projects
- Available on Active Awards
- Used to:
  - Request ORSP action, such as signing a sponsor document.
  - Route a signed PAC-R form to request changes such as No Cost Extension, PI Change, etc.
- The request will go directly to ORSP and will not include automated routing for signatures. **Unit routing is planned for a future system update.**
- If an award change is required, ORSP will complete an Award Modification.
Award Change/Request Form

Award Change/Request can be completed by:
- Principal Investigators (PIs)
- Sponsor PIs
- Primary Post-Award Contact
- Administrative Personnel
  - ITS will initially populate with Primary Research Administrator and other Post-Award Contacts from PAF
- Approvers in Admin Home roll-up

RAAC CAL Feedback requested:
- Keep Current Name
  - Create Award Change/Request
- Change to
  - Request Action/Modification
● If you choose Post Award Change Request, select the change type.
● Change type should match what is selected on PAC-R Form.

Following page provides a summary with Change Type Description and list of Required Documentation.
● If required documentation is signed and uploaded, click Route Request to send to ORSP.
The Award Change/Request Form will have a workspace similar to PAF, UFA, Award and its own ID number (ACR00000066) for tracking purposes.

Activities on the left side allow for the PI/Project Team to:
- Edit Change Request
- Print Change Request
- Route Request
- Post a Comment
- Cancel Request

Units may choose to print the completed Award Change/Request Form and route for signatures. This can be uploaded in place of the PAC-R Form.

Award Change/Requests can be viewed in the Award Workspace on the Modifications Tab.

Once routed to ORSP, the State will indicate the status of ORSP action, including:
- Central Review
- Changes Requested
- Pending Sponsor Approval
- Approved
- Declined
- Complete (Used for Requests only)
- No Action Taken (Used for Requests only)
Data Conversion

- Will occur the same weekend as the implementation
- PAFs to be converted into Award records:
  - All active PAFs
    - Single PAF = New Award/Single P/G
    - Multiple PAFs with same P/G = New Award/Single P/G
      - Includes PAFs that are ended but related to an active Award
      - This includes projects that are complete, but not yet Closed.
  - To be manually converted:
    - Complex Awards with Multiple PAFs (e.g. holding accounts)
    - No PAF but Active P/G in Fin
    - Multiple PAFs - Multiple P/G

Data Conversion

- Which PAFs will be NOT converted into Award records:
  - Closed Projects
    - PAFs will remain in system in Closed state
Preparing Business Objects & RDA Users

● Email Communications:
  ○ Unit Remote Data Access (RDA) Owners - 6/7/2018
  ○ eRPM Data Warehouse Users - 6/20/2018

● Plan for U-M Maintained queries
  ○ ORSP will update U-M maintained queries with new award structure

● Assisting those who do Ad-hoc queries and reporting
  ○ Draft data dictionary available in early July
  ○ Business Objects QA environment updated with Award data in early July
    ■ Email will include instructions on how to obtain access if needed
  ○ Option to copy your existing custom reports into the QA environment
  ○ In-person Lab Session for those who do ad-hoc queries and reporting

Next Steps for Units

● Decide if you will use PAC-R or new ACR form for post-award change requests
● Alert your data folks to changes coming to the data warehouse and reporting
● Prepare for unit training in late July