Research Administrators Network Meeting

February 13, 2014 2:00 - 4:00 pm Michigan League Ballroom

Welcome

• Pat Turnbull, Chair, Research Administration Advisory Council (RAAC) Communication Subcommittee

Updates [2:05 – 2:50]

- Office of Research & Sponsored Projects (ORSP): Craig Reynolds [2:05 2:20]
- Sponsored Programs Office (SPO): Debbie Talley [2:20 2:30]
- Research Administrators-Schools & Colleges (RASC): Linda Forsyth [2:30 2:40]
- Information Technology Services (ITS): Cathy Handyside [2:40 2:50]

Networking Activity [2:50-3:20] Putting the Networking back in RAN! Research Administration Bingo!

Break [3:20-3:25]

Guest Speaker [3:30 – 3:55]

- Dr. Jack Hu, Vice President for Research [3:30-3:40]
- RAN membership Q&A session with Dr. Jack Hu [3:40-3:55]

SRA International, Michigan Chapter announcement [3:55-4:00] Kerri Cross

Please register today:

http://cgi.research.umich.edu/training/research/dates/?descr_id=59

RAN schedule for the rest of this Academic Year:

http://orsp.umich.edu/ran/

Sent on behalf of the RAAC Communication Subcommittee

Research Administrators Network (RAN) Meeting Notes

February 13, 2014

Jack Hu, Interim Vice President for Research

- <u>Jack Hu</u>, our new Interim Vice President for Research, spoke and shared the top four priorities for the office:
- 1. Support faculty research and innovation and protect the University of Michigan.
- 2. **Develop partnerships** to enhance the research enterprise -- partnerships among the campuses (Ann Arbor, Flint and Dearborn), schools and colleges, government, foundations, industries and more.
- 3. *Create engaging opportunities for students to create knowledge* with increased attention to undergraduates.
- 4. *Enhance research communications* and work to better promote the stories and outcomes of U-M's topranking research volume and expenditures. Tell the stories of how that research has created new knowledge, saved lives, created companies and improved the world!



Welcome!

Research Administrators Network February 13, 2014

ORSP Staff Updates

New Positions

Training Manager

Amanda Coulter

Promotions

Project Representatives

- Stacey Althouse
- Debra Dill
- Blair Gerdes
- Lark Haunert
- Tricia Haynes
- Alexandra Thebaud
- Beth Wenner
- Patrick Woods

Administrative Specialist

Kathy Taylor

Administrative Assistants Intermediate

- Reynaldo Martell
- Jill Reed

Retirements

Assistant Director

Dennis Cebulski

Assistant Project Representative

Diane Hilfinger



Industry and Clinical Trial Team Reorganization

Blue Team – Sharyn Sivyer Managing Project Representative

Maize Team – Tom Zdeba, Managing Project Representative

New Industry Team Triage Process – In eRPM, you no longer select the individual Project Representative – you just select "**Industry Team**," and our ORSP Administrative Specialists will triage your industry projects for you.

http://orsp.umich.edu/news/2014/industry-team-update.html



Revised Test for Use of Off-Campus Class Code

Criteria to determine when the Facilities & Administrative (F&A)* rate of 26% applies.

Test #1: Is the proposed <u>effort</u> of U-M personnel working **off-campus** (including cost shared effort) *greater* than the proposed <u>effort</u> of those working **on-campus? If yes**, then use off-campus rate.

If Test #1 is not definitive, then apply **Test #2**.

Test #2: Are the <u>total costs</u> incurred **off-campus** *greater* than those incurred on-campus? **If yes**, then use off-campus rate.

See http://orsp.umich.edu/proposals/budgets/indirect_costs_off_campus.html
and

http://orsp.umich.edu/proposals/processing/classcodes.html



^{* &}quot;F&A" = Indirect Cost Rate = IDC

Extended Sick Time Pay for Sponsored Projects Update

Charges for Extended Sick Time Pay are not allowable on sponsored projects.

ORSP will cover these charges for all faculty, staff and now <u>postdoctoral research</u> <u>fellows</u> who have a paid appointment on sponsored activity.

See http://orsp.umich.edu/funding/um sources/extended sick leave.html

Since faculty and postdoctoral research fellows are *not* in the time and labor system, please contact Jane Santoro (santoro@umich.edu) in ORSP to determine how to monitor use of extended sick.



eRPM Assistance or eRPM Data Report Requests

All requests for assistance with eRPM, including report requests for proposal and award data, should be made directly via the ITS Service Center:

Contact information:

http://its.umich.edu/help/ 4HELP@umich.edu 734-764-HELP (764-4357)



External Audit Costs Advisory

When a **non-federal** sponsor requires an external auditor to conduct a separate project-specific audit, and:

it is known at time of submission, then

- include at least \$20,000 in the project budget to cover the costs of the audit.

it is only learned at time of award, then

- ORSP will attempt to negotiate this requirement out of the award terms and conditions.
- If negotiation to remove the audit requirement fails, then the department/school/college must agree to cover cost or the award will be declined.



Award Acceptance SOP Streamlining

Effective March 1, 2014

Award changes of less than 20%

- Revised budget or scope of work at ORSP discretion

Award changes of 20% or more, changes to IDC Rate, or changes to Cost Share:

- Revised scope of work or affirmation of no change required
- Revised budget (if required by sponsor or ORSP)
- Acceptance by:
 - 1) U-M Principal Investigator(s) (PI)
 - 2) PAF Administrative Home Departments (Dept)
 - 3) PAF Administrative Home School/College (S/C)

The PI, Dept and S/C will now accept the award on behalf of all participating investigators and their units.



Changes to Indirect Cost (IDC) Cost Recovery Policy

Effective May 1, 2014

The IDC rates used for Non-Profit Sponsors will now be the same as they are for Federal Sponsors.

ORSP will continue to review that PAF IDC rates are appropriate against sponsor guidelines.

Schools/colleges will define their own IDC processes, determine IDC rates, and approve waivers.

ORSP will assume that approval of the PAF constitutes a concurrent approval of whatever IDC rate was used in the proposal budget, and will no longer require separate waivers for reduced IDC rates.

Approval of PAF by Administrative Home = Approval of IDC rate for All



<u>Updated ORSP Responses to "Project Team Request ORSP Action"</u>

Coming soon! (Late March 2014)

ORSP Process Project Change

→ Processing PAC

ORSP Action Completed

→ No PAC Necessary

ORSP Unable to Complete Request

- → (1) Need more info OR (2) Request Declined
- → Use comment to identify which applies



Process for Award Notices, Turn Downs, Withdrawals

Resuming Now

Use "Project Team Request ORSP Action" to notify ORSP of receipt of an award, a proposal turn down, or a proposal withdrawal.

Do NOT use Post-A-Comment or email for these purposes.

Using "Project Team Request ORSP Action" guarantees ORSP will see the request, even if assigned Project Representative is out of office.



New Process for Post-Award Change Requests

Coming soon! (Anticipated Spring 2014)

Instead of using Post-A-Comment for submitting post-award change requests (e.g., A-21 costs, award and cost sharing reductions, carry forward, PI/key person change, no-cost time extensions, other), there will be a single form. Guidance for completing the form will be included.

The form will be submitted to ORSP via the eRPM activity "Project Team Request ORSP Action."



Federal Demonstration Partnership Update

USDA NIFA: New policy guide expected Sept. 2014

DOD: Funding tied to expenditures!

OMB: Omni-circular/Super-Circular/Uniform Guidance/2 CFR 200

NSF: New Proposal and Award Policies and Procedures Guide effective for proposals

submitted after Feb. 24, 2014

NIH: Revised Grants Policy Statement for budget periods on or after Oct. 1, 2013

Research Performance Progress Report (RPPR) phase in for non-SNAP grants,

Aug. 1, 2014

Upcoming closeout changes: Revised Financial Reports must be submitted no later than 6 months from original due date. If final reports are not received by NIH, GMO must start unilateral closeout within 180 days of award completion.



Name That Newsletter!

We are creating a newsletter! Targeted to deliver in March!

• **For Whom?** For you. For us. For all who work in research administration to support the U-M research enterprise.

- Why? To aggregate the many communications we send via ORSP-Announce and avoid this feeling ->
- Containing what? Containing the information you need to know:
 - agency updates
 - sponsor policy changes
 - procedural information and guidance
 - funding opportunities
 - tips, tricks, and team member updates.





Name That Newsletter!

- This task needs you!
- Submit your ideas, as often as you like (but by March 14, 2014) to this link, which will be posted on ORSP's home page:

http://orsp.umich.edu/name-that-newsletter/

- The winner will receive a gift card* to a local establishment and awarded at the May RAN Meeting.
- But you'll see the winning name in action before then.

*donated by the ORSP Communications team



Updates from Sponsored Programs

- Journal entry enhancements
- FY13 A-133 Audit
- Uniform guidance/OMNI circular
- ARRA reporting



Journal entry enhancements

- Ability for user to attach support to the journal in M-Pathways
- Non Sponsored journals coversheet is no longer required
- Sponsored journals coversheet still needs to be emailed to jesupport@umich.edu, support can be attached to journal, no longer need to email
- Changes can be made to attached support until journal is posted, once posted requests to make changes should be sent to jesupport@umich.edu
- Links on M-Pathways' journal entry page will be changed from "Imaged Document" to "View Support"
- Timing of change Beginning with February 2014 business (February 4)



FY13 A-133 Audit update

- Working with PwC to complete audit and submit the report by March 31, 2014, a link to the report will be provided
- Findings:
 - Student Financial Aid
 - Ffata Reporting



Uniform guidance/OMNI circular

- New guidance which replaces A-21, A-110 and A-133
- Reviewing guidance to determine impact to university
- Reaching out to the university community for assistance in implementing changes
- More to come



ARRA reporting

- December 2013 quarterly reporting last required reporting cycle for ARRA reports
- 20 active ARRA projects



RA Schools Committee(RASC) Update of Activities February 2014

Membership

EngineeringLinda ForsythISRCarole BachLS&APeggy WestrickMedical SchoolHeather OffhausOVPR UnitsCathy Seay-OstrowskiSPHLori BowdenSSCRAG UnitsBecky O'Brien

Iforsyth@umich.edu7-7063 (Chair)bachcm@umich.edu7-1367 (Scribe)pegwest@umich.edu7-2151hmills@umich.edu9-786-1353cathyso@umich.edu6-1047labowden@umich.edu7-9979beckyobr@umich.edu5-9602

Group Email Address: RASchoolsCommittee@umich.edu

Current Projects

- Unit Grant Transfer Procedures
- Capturing more Proposal Data
- RASC Website
- Your ideas??



eResearch Proposal Management (eRPM) Framework Update – February 24, 2014

Research Administrators Network February 13, 2014







What is a framework update?

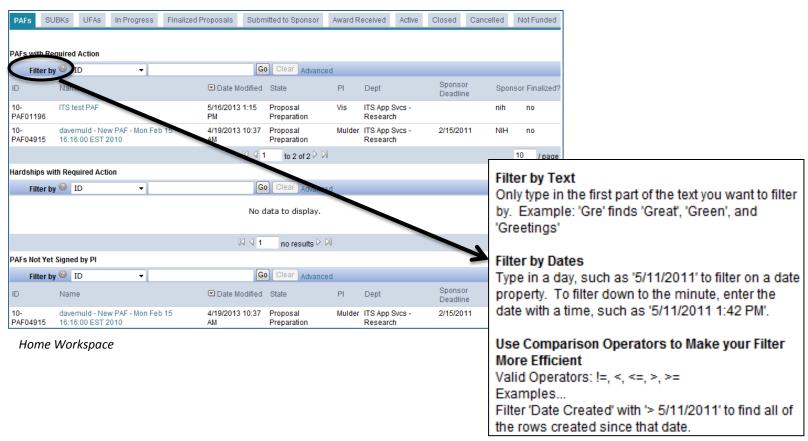
- Vendor update to base system functionality
- eRPM will have latest vendor technology to support system improvements
- Very few user facing changes
- eRPM unavailable while update is applied:
 5:45 PM Friday, February 21 to 7AM Monday,
 February 24





More Search/Filter Options









Persistent Filters

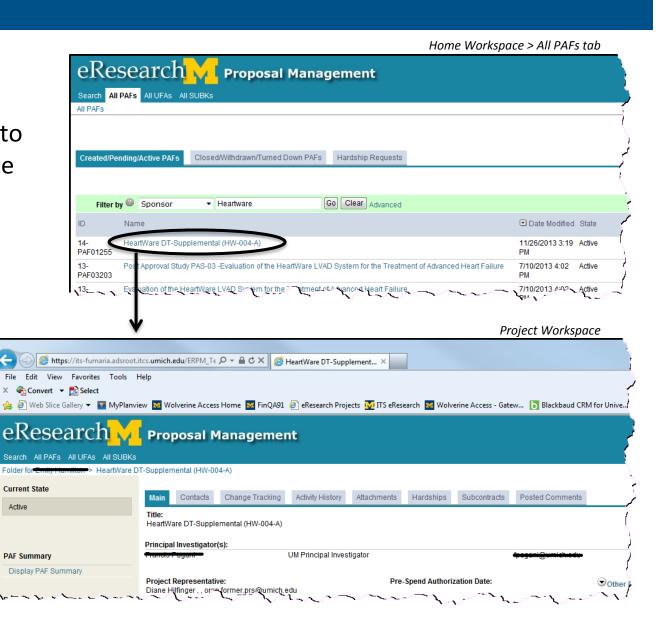
Filter is set, allowing you to open a result and navigate to a new page.

When you return to the previously filtered list (by clicking the tab or the browser "back" arrow), the filter settings and results will remain.

Click Clear to remove all filters.

Active







Questions?

