#### **Research Administrators' Network Meeting**

#### AGENDA

October 13, 2016 2:00-4:00 p.m. Michigan League Ballroom Webcast - <u>http://univofmichigan.adobeconnect.com/raac/</u>

#### Welcome & Introductions [2:00-2:10]

Becky O'Brien, RAAC Communications Subcommittee Chair Introducing Chris DeVries, Incoming RAAC Project Manager Heather Offhaus, Medical School, Guest Emcee

#### Updates [2:10-2:40]

Office of Research & Sponsored Projects, Craig Reynolds, Director of ORSP [2:10-2:20]
 Sponsored Programs, Debbie Talley, Director, Sponsored Programs [2:20-2:30]
 ITS, Cathy Handyside, Product Manager, ITS [2:30-2:40]

#### Professional Development Spotlight [2:40-2:55]

Announcements: Professional Societies Updates [2:40-2:45] Navigate: David Mulder, Training Manager, ORSP / Sponsored Programs [2:45-2:50] RAMP: Introduce new RAMP cohort, Chris DeVries [2:50-2:55]

#### Break & Informal (Open) Networking [2:55-3:10]

#### Special Event / Featured Presentations [3:10-3:55]

 Deep Blue - Data: Amy Neeser and Jake Carlson, University Library [3:10-3:30]
 Limited Submissions & InfoReady: Demo & Q&A, Constance Colthorp Amrine, Tricia McCain Ebright, Andre Latzman, Carlos Moncada [3:30-3:55]

#### Closing Remarks [3:55-4:00]

RAN schedule for the rest of this Academic Year: http://orsp.umich.edu/ran

Ideas for a future meeting? Contact ran-plans@umich.edu

Brought to you by the Research Administration Advisory Council (RAAC) Communications Subcommittee.

# **Research Administrators' Network**

Welcome!

October 13, 2016



# **ORSP Update** Research Administrators' Network

Craig Reynolds, Director October 13, 2016



# **ORSP Staff Update**



#### New Smiling Faces!

- ORSP
  - Jeff Alber, Asst. Project Rep., Private Sponsors Team
  - Kellie Buss, Asst. Project Rep., Government Sponsors Team
  - Laura Dickey, Data & Reporting Manager
  - Sandy Franklin, Asst. Project Rep., Private Sponsors Team
  - Maggie Swift, Asst. Project Rep., Private Sponsors Team
- ORSP/Sponsored Programs
  - Chris DeVries, RAAC Project Manager
  - David Mulder, Training Manager

# Federal Update



#### **Research Terms and Conditions**

• Still pending!

#### **Uniform Guidance**

• Delay of micro-purchase threshold to July 1, 2018? Fingers crossed!

#### **Controlled Unclassified Information Final Rule**

- Published in Federal Register, Sept. 14, 2016
- FAR Clause on its way



### NIH Policy on Dissemination of NIH-Funded Clinical Trial Information

- Trials must register in <u>ClinicalTrials.gov</u>
- Trial results must be submitted to ClinicalTrials.gov
- Effective January 18, 2017

### **Policy & Process Update**



**Deadline Policy** 

**Proposal**  $\leftrightarrow$  **Animal Protocol Congruence Check** 

**Award Management** 

**Agreement Acceptance** 

### Sponsored Programs Update Research Administrators' Network

Debbie Talley, Director, Sponsored Programs October 13, 2016



# Financial closeout guide and checklist

# Goal for the RA to successfully manage pre-closeout and financial closeout process

#### Includes:

- Tasks to complete
- Who to contact
- Guidance

#### Thanks to the task force members!

- Anita English (Medical School) Champion
- Meenu Baxendale (SNRE)
- Kristie Beckon (Sponsored Programs)
- Nichole Burnside (ISR)
- Kathy DeWitt (ORSP)
- Missy Denny (Sponsored Programs)
- Megan Diffin (Medical School)
- Rhonda Jent (College of Engineering)
- Charles Mattison (ISR)
- Anna Taylor (Dentistry)





**NSF Data Analytics Audit** - responded to draft report

Single Audit - ongoing



# MPathways financials upgrade

# M

### **Stabilization period**

- Journal entries
- Other



### **ITS Update** Research Administrators' Network

Cathy Handyside, Interim Assistant Director - ITS Research Administration Systems October 13, 2016



### Topics



- Update on System Performance
- SF424 (Grants.gov) Info
- eRPM Update October 31, 2016

# **Update on System Performance**

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- System Slowness During NIH Deadlines
  - Similar issues encountered starting last week of September
  - Implemented scheduled system maintenance during business days to ensure best possible performance
  - Continuing to work with vendor on root cause

# SF424 (Grants.gov) Info

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- NIH validation messages causing some confusion
  - Implemented in July 2016
  - NIH validations are presented in a sequence based on information completed and **not** completed
  - The order of the error/warning messages has changed
  - Most frequent question:
    - If you run Hide/Show Errors prior to uploading your research plan (e.g., PHS 398 Research Plan or PHS 398 Career Development Award Supplemental forms) you will get an odd error message indicating that one of three attachments is not complete.
    - Once the document is uploaded, additional errors/warnings messages are presented if applicable.

### eRPM Update - October 31, 2016



- Agreement Acceptance
- PAF Workspace Changes
- Admin Personnel Screen
- Export Controls Technology Control Plans

### **Agreement Acceptance**



- New process to accommodate PI and unit approvals for agreements (Awards, UFAs, etc.) that require additional approvals
- Replaces PAF-R and other award approval processes currently handled via posted comments
- New process will be initiated by ORSP or OTT
- PI and unit approvals will be processed in eRPM

Agreement Acceptance will be used for the following scenarios:

- 20% Change in Funding (+/-)
- Cost Sharing Change
- External Audit
- F&A Rate Change
- Foreign Currency
- Governing Law
- Insurance (Risk Management)
- IT Security
- Publication Restriction Prior Sponsor Approval
- Publication Restriction > 180 Days



When created by ORSP/OTT:

- All departments on the originating PAF/UFA will be notified
- Additional emails will be sent to parties with required action
  - May include PI, Project Team, Admin Home Division/Department, Admin Home Dean, UMOR, Ad hoc
- Publication Restrictions require signature of Department Chair and Dean
  - eRPM activity can be completed by other unit approver, but additional documentation indicating approval must be uploaded

# PAF Workspace Changes

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- Subway Map
  - Separate maps for Pre Submission and Post Submission
  - Images indicate if in progress (yellow triangle), pending action (red hexagon) or are complete (green circle)
  - Located above tabs
  - Ability to toggle open/close subway map per user
    - Opening/closing it in one PAF impacts in all PAFs for the user
- Standardization of Workspace Messages
  - Uniformed formatting of workspace messages
    - Removal of highlighting and images
  - New location of message in Left Navigation area

# PAF Workspace Changes - Subway Map

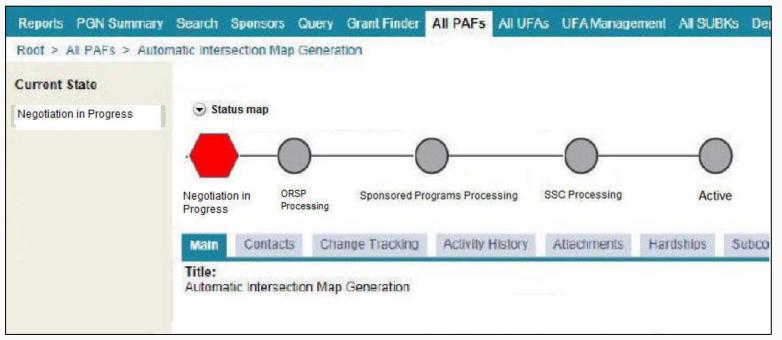
#### • Pre Submission Subway Map

Reports	PGN Summary	Search	Sponsors	Query	Grant Finder	All PAFs	All UFAs	UFA Manageme	ent All SUBH	s Dept Info	S
Root > /	All PAFs > Auton	natic Inters	section Mag	p Genera	ation						
Current	State		~ ~ ~ ~								
Proposa	Preparation			s map		$\cap$		$\cap$		$\bigcirc$	
			Prop	osal Prepa	aration	Unit Review	,	ORSP Review	Submitt	ed to Sponsor	
		Main	Contact	ts Ch	ange Tracking	Activity	History	Attachments	Hardships	Subcontract	Is
		Title: Autom	atic Interse	ction Ma	p Generation						
PAF Sur	nmary	ORSP	Staff Note:	This or	oject has an ap	proved PAF	-R ISAVE				
Displa		101005/201	ct Admin 1	SHOW CHARGESS	ofeet not on op		in towner				
Summ	aly	and the second se	al Investig								
			ntonucci			Principal Inv	estigator			tca@umich.	edu

#### Example of PAF in state of Proposal Preparation

# PAF Workspace Changes - Subway Map

#### Post Submission Subway Map



Example of PAF in state of Negotiation in Progress

# **PAF Workspace Changes - Messages**

• Standardization of workspace messages



All workspace messages will now appear in the left navigation bar in red italics

### **Admin Personnel Screen**



- Similar to UM Investigators page (updated technology)
- Type ahead functionality in the name field: first, last or uniqname

Name: *	Handy		>	Select	PAF Edit:		
Pre-Award:	First Name	Last Name	Uniqname				
Post-Award:	Jonathan	Handy	jhandy				
	Cathleen	Handyside	chandyside@aol.com				
Jser not found?	Cathy	Handyside	chandys				
<ul> <li>Search on Last N</li> <li>Verify exact unior</li> </ul>		eate New User					
C	HELP 2.6 Administrativ	ve Personnel *					
C	8 HELP	ve Personnel *					
C	2.6 Administrativ	ve Personnel * e & Contact Info		ward Type	Permission	Location	

# **EC - Technology Control Plans**



- Current process:
  - ECO determines need for TCP
  - ECO contacts PI/PT via email to gather information
  - ECO compiles information into a TCP agreement and sends to PI/PT to gather necessary signatures
  - Agreement cannot be finalized until all signatures are obtained
  - Finalized agreements are scanned by ECO and uploaded into eRPM.

# **EC - Technology Control Plans**



- New process:
  - ECO determines need for TCP
  - ECO creates TCP (new UFA record) from existing PAF or UFA
    - Relevant information is copied from the PAF/UFA
    - Email sent to PI/PT listed on originating PAF/UFA
  - PI/PT completes additional required information
  - ECO prepares agreement for signatures
  - PI/PT and Unit signatures obtained via eRPM workflow
    - Email reminders sent periodically
  - Once all signatures are complete, ECO finalizes agreements in eRPM.

# **EC - Technology Control Plans**

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- What is unique about TCPs:
  - Unit Review emails will be sent to UFA Email Notifiers
  - Dean and Department Chair approval is required
    - Approval can be uploaded, if necessary

### **Professional Development Spotlight** Research Administrators' Network

October 13, 2016



# National Council of University Research Administrators (NCURA) Update Research Administrators' Network

October 13, 2016



### 59<sup>th</sup> National Annual Meeting

- August 6-9, 2017
- Washington, DC
- Interested in presenting?
  - Submit suggestions by **October 28** to

https://www.surveymonkey.com/r/XJYF356



### **Region IV (Midwest) Annual Meeting**

- April 23-26, 2017
- Madison, WI
- Interested in presenting?
  - Submit suggestions by **October 31** to

https://docs.google.com/a/umich.edu/forms/d/e/1FAIpQLSdUS

<u>uv553mTt3rky-qzfK4L1oiqbgJNoiYEbN4B\_-KFjgao3g/viewform?</u> <u>c=0&w=1</u>

- Interested in volunteering?
  - Contact Katherine Durben, Marquette University, at <u>Katherine.durben@marquette.edu</u>



### **Pre-Award Research Administration 11th Annual Meeting**

- March 8-10, 2017
- San Diego, CA
- See <a href="http://www.ncura.edu/Education/MeetingsConferences.aspx">http://www.ncura.edu/Education/MeetingsConferences.aspx</a>



### Financial Research Administration 18<sup>th</sup> Annual Meeting

- March 11-13, 2017
- San Diego, CA
- See <a href="http://www.ncura.edu/fra/HotelTravel.aspx">http://www.ncura.edu/fra/HotelTravel.aspx</a>

# Upcoming Traveling Workshops (NCURA)

**Departmental Research Administration** 

**Financial Research Administration** 

**Fundamentals of Sponsored Project Administration** 

**Sponsored Project Administration, Level II** 

**Senior Level** 

- December 5-7, 2016
- Austin, TX
- See <a href="http://www.ncura.edu/Education/TravelingWorkshops.aspx">http://www.ncura.edu/Education/TravelingWorkshops.aspx</a>

# Society of Research Administrators International (SRAI) Update Research Administrators' Network

October 13, 2016







#### The 49th Annual Meeting will be held:

**Date**: October 22-26, 2016 **Place**: San Antonio Marriott Rivercenter Hotel

Pre-registration ends THIS FRIDAY. Register online at: http://www.sraannualmeeting.org/2016/registration.cfm

(Registration will also be available on-site.)



#### **SRAI Michigan Chapter**

- Michigan Chapter Meeting was held on Friday, August 20, 2016 at Eastern Michigan University with over 90 in attendance.
  - There were 12 U-M staff engaged in session presentations.
- Congratulations to U-M's Ruth Halsey (Medical School) who was elected President Elect, and Melissa Karby (Shared Services Center) who was elected to serve as the chapter's Secretary.
- Planning next year's meeting in late June, 2017 (looking at Hope College).
   More details to come.

### **SRAI Update**



#### **SRAI Midwest Section**

- The Midwest Section will hold their annual meeting (partnering with the Southern Section) from May 7-10, 2017 in Nashville, TN.
  - Contest to see which institution brings in the most attendees.
- Theme: Making Your Own Music in Research Administration.
  - Will hold several workshops, leadership trainings, and basic training in research administration.
- Accepting proposals for session presentations through mid-November.
   See / contact Heather Kraus (<u>hlkraus@umich.edu</u>) SRAI Midwest Section President for more information.

#### National Organization of Research Development Professionals (NORDP) Update Research Administrators' Network

October 13, 2016





#### National Organization of Research Development Professionals (NORDP)

- The 9th Annual NORDP Conference is set for May 8-10, 2017
- The conference will take place in Denver, Colorado.
- Calls for proposals for panels and poster presentations will be announced shortly.
- Visit <u>http://www.nordp.org/conferences</u> for more information.

### **Professional Societies Information**



http://www.ncura.edu/

**Society of Research Administrators International (SRAI)** 

http://srainternational.org/

National Organization of Research Development Professionals (NORDP)

http://www.nordp.org/

#### Navigate Update Research Administrators' Network

David Mulder, Training Manager October 13, 2016





Navigate: Fundamentals First Official Cohort Underway

- 33 Participants from 12 Schools, Colleges, and Units, including Flint and Dearborn campuses
- Next Cohort Selection will be in early 2017

### Navigate Update



#### 2 New Pilot Classes:

- Uniform Guidance Cost Principles: October 25
  - 30 Participants Open Registration
- Advanced Budgeting I: October 28, November 8, 29
  - 15 Participants Application Process
- Watch for Future "Real" Offerings of Pilots
- Watch for Future Pilots of Advanced Budgeting II & III





#### **Questions? Ideas? Want to help?**

# Navigate-Research@umich.edu

#### **RAMP Update** Research Administrators' Network

Chris DeVries, RAAC Project Manager October 13, 2016







#### Research Administration Mentoring Program (RAMP↑)

- The third RAMP↑ cohort is now underway.
- We have a total of 22 participants (11 matched pairs)
- The third cohort runs from October 2016 through June 2017.







#### RAMP<sup>↑</sup> 2016 - 2017 Cohort Matched Pairs

Mentor - Rick Krause	Mentor - Gregory Young	<b>Mentor</b> - Nicole Burnside
Mentee - Jodi Caviani	Mentee - Marina Lukyanchuk	<b>Mentee</b> - Lynn Kujawa
<b>Mentor</b> - <i>Kimberly Mann</i>	Mentor - Brenda Bernhardsson	Mentor - Kristen Hug
<b>Mentee</b> - <i>Tawny Dekar</i>	Mentee - Ariel Mallet	Mentee - Jessica Mirelez
<b>Mentor</b> - Nicholas Prieur	Mentor - Dianna Banka	<b>Mentor</b> - Shannon Thomas
<b>Mentee</b> - Barbara Munsey	Mentee - Jill Granger	<b>Mentee</b> - Tabitha Rohn
Mentor - Lisa Parker Mentee - Amanda Hill		<b>Mentor</b> - Rula Karapatsakis <b>Mentee</b> - Phillip Boetsch

# Networking Opportunity

# Research Data Services from the UM Library Research Administrators' Network



Jake Carlson, Research Data Services Manager Amy Neeser, Research Data Curation Librarian October 13, 2016



#### **Research Data Services - UM Library**



Image: http://www.teleread.com/wp-content/uploads/2013/12/messy1\_080516.jpg

#### **Research Data Services - UM Library**

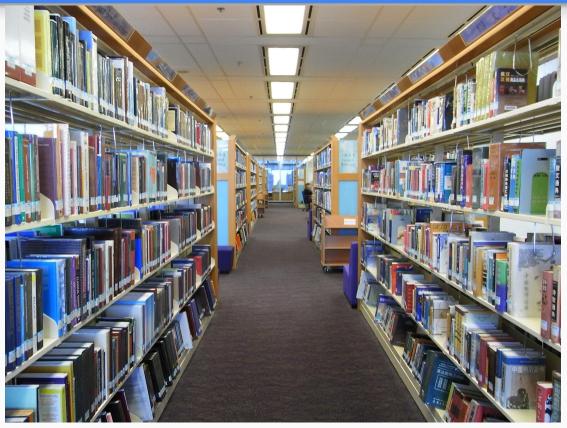


Image: https://upload.wikimedia.org/wikipedia/commons/e/ec/HKCL\_Central\_Library\_interior\_bookcases.JPG

#### **Research Data Services - UM Library**



# **Challenges with Data**



- Funding agencies now requiring a Data Management Plan with grant submission.
- Many publishers expect that data will be included or linked to publication.
- Collaboration brings complexity to managing and sharing data among team members.
- Data must be well described and documented to have long-term value.
- How to share data in ways that could increase the impact of your research.

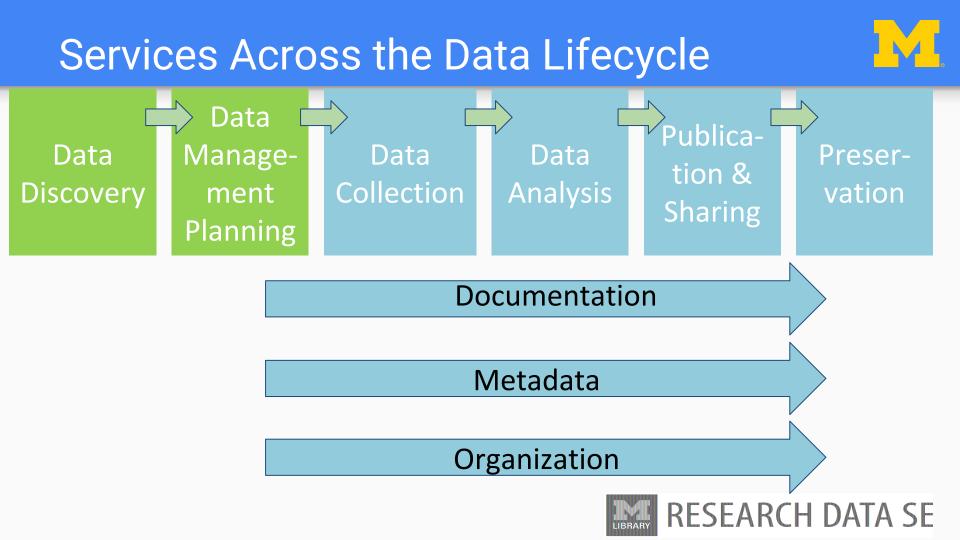


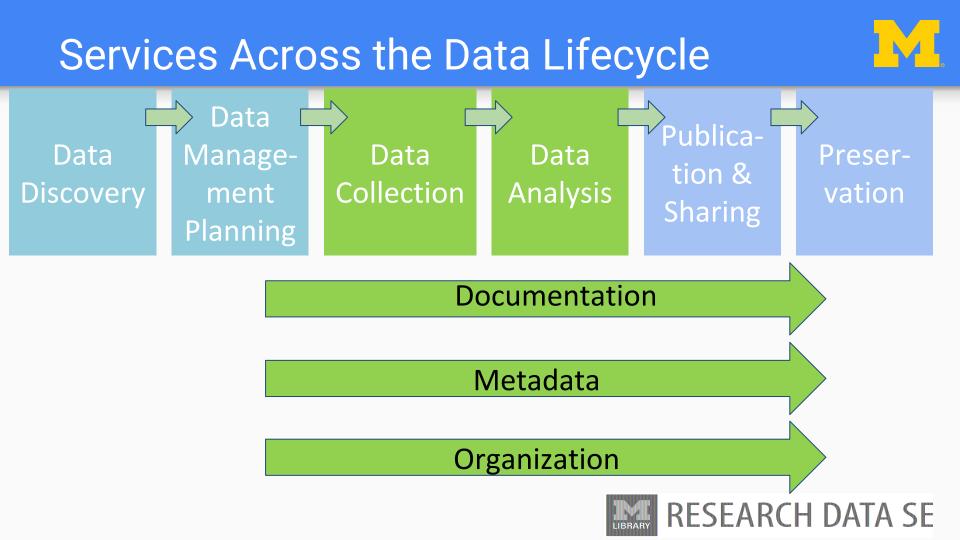
### How can libraries help?

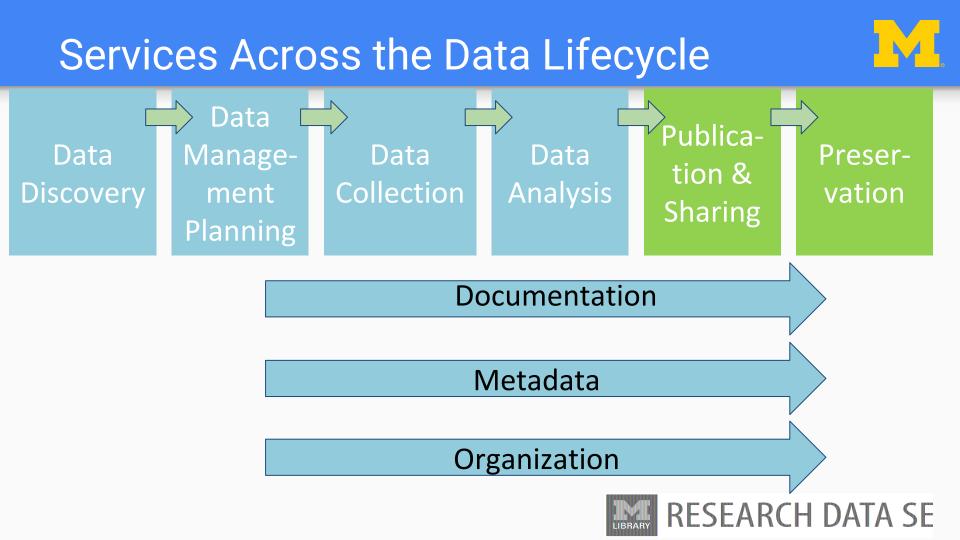


- Libraries have a long history of organizing disparate sets of materials and making them available as collections.
- Librarians understand the ecosystems of scholarly communication.
- Libraries think in the long-term, see connections across disciplines and consider the big picture.











- Expansion of Deep Blue (U-M's Institutional Repository), which primarily stores digital documents
- Optimized for data access and preservation
- Deep Blue Data accepts:
  - Data from all disciplines
  - Data in any format. Open, nonproprietary and widely used formats are preferable
  - Data in all sizes that are technically possible



### Why Deposit in Deep Blue Data?

- Data sharing: Deep Blue Data is a protected and secure means for you to make your research data visible to the world
- Grant compliance: Deep Blue Data deposit allows researchers to demonstrate compliance with funding agency requirements to share and archive data
- Citability: Deep Blue Data deposits are assigned Digital Object Identifiers, making it easy to properly cite data
- Preservation: MLibrary is committed to preserving data deposited in Deep Blue Data



#### Accessing Deep Blue Data



Data in Deep Blue Data are open access: anyone can browse and download data

Deposits are accepted from:

- Current UM faculty and research staff (all 3 campuses)
- Collaborative groups including at least one UM researcher
- Proxies designated by UM faculty/staff
- Sponsored depositors
- Students (graduate and undergraduate) with faculty permission









Deep Blue D	ata				My Profile Log Out
Home About Help Contact			Enter search terms		Q Go All -
	H Deposit Work M	y Works	My Collections	Dashboard	
Michigan L services for	Data is a repository off ibrary that provides an digital research data the support of researc	ccess and pre that were dev	servation eloped or	Q Browse ② Deposit Your	





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Home About He	p C	ontact	Enter sear	rch terms	Q Go All -	
		H     III       Deposit Work     My Works	My Collec	tions Dashboard	ł	
Limit your search		« Previous   1 - 10 of 47   <u>Next &gt;</u>	2		Sort by relevance - 10 per page -	
Resource Type	>	1.				
Creator	>	Neighborhood E Understanding I				
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			Creator:	Veinot, Tiffany C, Yan, Xiang, Goodspeed, Robert Okullo, Dolorence, James, Katherine, Reddy,		





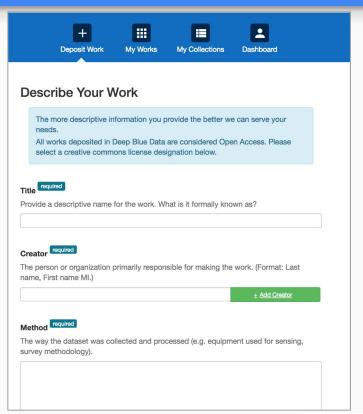
#### Work Description:

#### Title: Data files for manuscript: "Regulation of STAT5-directed CD4+ T cell lineage commitment by the histone acetyltransferase Myst1"

	Values					
Methodology	Human samples, experimental animal models, mammalian cell culture, molecular biology					
Description Transcriptional accessibility of chromatin is central to guiding CD4+ T cell function through regulation of lineage specific gene expression. Myst1 is a histone accitytransferase responsible for acetylation of the protein tail of histone 4 typiser residue 16 (H416ac), resulting in increased transcriptional accessibility a activation of gene transcription. Previous studies have described a role for Myst1 in governing lymphory development in the thrymus. however the role of Myst1 and H415ac in guiding activation of peripheral C T cells has not been studied. Activation of human and murine CD4+ T cells resulted in upregulation of M expression, and deletion of Myst1 function in CD4+ T cells aspects to both polycional stimu and exogenous cytokines. Myst1-deficient T cells aspects governed at least in part by STA75, as Myst1 expression is regulated by STA75 expression and DNA binding, and modulations in IH4716ac in M deficient CD4+ T cells is observable at tists in the promoter regions of lineage specific genes following skewing to the TH1 or TH2 lineage in vitro. Taken together, these results inclant or nuclein.						
Creator	William F. Carson IV					
Discipline	Science					
DOI	doi:10.7302/Z22F7KCH					
Visibility	Open Access					
Rights	http://creativecommons.org/licenses/by-r	ic/3.0/us/				
Files						
		Date Uploaded	Access	Actions		
File Filename	Myst1 ChIP Tbx21 STAT5 A.csv	Date Uploaded 2016-08-04	Access Open Access			
File Filename	Myst1 ChIP Tbx21 STAT5 A.csy Myst1 ChIP GATA3 STAT5 B.csy			Select an action		
File Filename           3-6-14 CD4-Cre           3-6-14 CD4-Cre		2016-08-04	Open Access	Select an action		
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**RESEARCH DATA SE** 





#### Questions and feedback, please contact:

researchdataservices@umich.edu



# Limited Submissions & InfoReady: Demo & Q&A Research Administrators' Network

Constance Colthorp Amrine Tricia McCain Ebright André Latzman Carlos Moncada Jan Brayan

Thursday, October 13, 2016



### **Greetings!**



#### **Team Members**

- Constance Colthorp Amrine (<u>const@umich.edu</u>)
  - Communications Manager, ORSP & Sponsored Programs
- Tricia McCain Ebright (triciamc@umich.edu)
  - Limited Submissions Coordinator, U-M Office of Research
- Andre Latzman (<u>alatzman@umich.edu</u>)
  - Project Manager, *Medical School Information Services*
- Carlos Moncada (<u>CMoncada@inforeadycorp.com</u>)
  - Manager of Client Success, InfoReady
- Jan Brayan (JBrayan@inforeadycorp.com)
  - Director of Client Services, InfoReady



# What We'll Cover

- What is a Limited Submission?
- What is a Call for Intent to Submit?
- What is our process at University of Michigan?
- What's coming?
- Demo of InfoReady
- Questions





# What is a Limited Submission?

A **funding opportunity** in which the sponsor sets an **institutional limit** for the number of proposals it will accept.

- Submit most competitive proposal
- Requires an internal competition
- Process is critical



Extra submissions can result in the rejection by the sponsor.

### Limited Submissions - Current Examples

N/

#### CURRENT LIMITED SUBMISSION OPPORTUNITIES

SPONSOR AND LINK	LIMIT	RESEARCH AREA DESCRIPTION	AMOUNT	COMPETITION COORDINATOR	INTERNAL U-M DEADLINE	SPONSOR DEADLINE
Brain Research Foundation Fay/Frank Seed Grant Program 2017 虚	1	New research projects in the field of neuroscience that will likely lead to extramural funding from NIH or other outside funding sources.	\$80,000 for two years	Medical School	October 31, 2016	January 4, 2017
Scalabale Nanomanufacturing for Integrated Systems (NSM-IS)	Ĭ	Collaborative research and education in the area of scalable nanomanufacturing for integrated systems.	\$250,000- \$375,000 per year for four years	UMOR	November 4, 2016	January 13, 2017

## How many Limited Submissions are out there?

## **About 250**

# government-sponsored opportunities/year

About 30 private-sponsored opportunities/year O DIVOT University of Michigan - Ann Arbor

Funding Alert results for September 27, 2015

#### Federal Agencies - Limited Submissions

i ederal Agener	00-11		onia				
9 Results			De	adline	Amo	unt	
		uring - Innovation Institu	ne No	vember 4, 201	15 \$70.	000.000	
Program Announcement	ts		Rela	ted Google+ Pag	3e		
<ul> <li>Development and Commercialization of Te or Improve Animal Models of Human Dise (PA-16-180)</li> <li>Division of Program Coordination, Plannin Research Infrastructure Programs</li> <li>Application Receipt/Submission Date(s): 5 local time of applicant organization. *** No Dates.</li> <li>Development and Commercialization of Te</li> </ul>	ase (R43/F g and Stra Standard da ite new SB	444) egic Initiatives, Office of ites apply, by 5:00 PM R/STTR Standard Due	Ν		onal Instit	ute	
		pportunities				Displayi	ing 1 -
Division of Program Coordination, Plann Research Infrastructure Programs	Deadline	Title <u>F</u>	unding Agency	Discipline	Who's Eligible	Award Amount	Date Post
Application Receipt/Submission Date(s): local time of applicant organization. *** h Dates.	4/18/2016 (internal) 5/17/2016 (external)	Collaborative Improvement F and Innovation Network S	Health Resources and Services Administration	<ul> <li>Medical</li> <li>Medical - Basic Science</li> <li>Medical - Clinical Science</li> </ul>	<ul> <li>Faculty</li> <li>Institutional</li> </ul>	\$300,000	3/14
<ul> <li>Strategies for the Improvement of HIV E</li> </ul>				Social Sciences			

 Stra (R41/R42) (PA-16-182) National Institute of Allergy and Infectiou Application Receipt/Submission Date(s):

local time of applicant organization

 Limited Competition: Rare Diseases Clin Project Supplements for Clinical Trials to with E-Rare Awardees (Admin Supp) (PA-16-183) National Center for Advancing Translatic

National Institute of Arthritis and Muscule National Institute of Diabetes and Digest Application Receipt/Submission Date(s):

-50

(externa	(CollN)	Administration	Medical - Clinical Science     Social Sciences			
4/12/20 (interna 5/17/20 (externa	<ol> <li>Validating Microphysiological</li> <li>Systems (U24)</li> </ol>	National Institutes of Health	Engineering and Physical Sciences     Medical     Medical - Basic Science     Medical - Clinical Science     Medical - Clinical Science     Medical - Translational	<ul> <li>Faculty</li> <li>Institutional</li> </ul>	\$2,000,000	3/18/2016
5/02/20 (interna 5/23/20 (externa	0) Cultural Affairs – FY 2016 Pan 16 Africa Youth Leadership	Department of State	Curriculum Development     Environmental & Life Sciences     International Opportunities     Social Sciences	<ul> <li>Faculty</li> <li>Institutional</li> </ul>	See solicitation for details	4/18/2016
4/12/20 (interna 5/23/20 (externa	) Barrett's Esophagus 16 Translational Research	National Institutes of Health	Interdisciplinary     Medical     Medical - Basic     Science     Medical -     Clinical Science	<ul> <li>Faculty</li> <li>Institutional</li> </ul>	\$1,250,000	3/18/2016

# What is a Call for Intent to Submit?

- **Comes before the Limited Submission competition.**
- U-M Office of Research staff:
- Mine opportunities
- Promote in our **Call for Intent to Submit** communication
- Ask interested parties to contact <u>umorlimitedsubmissions@umich.edu</u>





## Call for Intent to Submit Sample



# **National Science Foundation (NSF)**

Opportunity Name, External Link and Research Areas	Amount	Deadlines	Limit
Scalable Nanomanufacturing for Integrated	Upper	Declare Intent to	1
Systems (SNM-IS)	\$1,500,000-	UMOR by: 10/7/16	
NSF 16-604	Lower		
	\$1,000,000	UMOR Internal	
Research Areas: Nanotechnology; Science and		Competition: TBD	
Society; Manufacturing Processes (Industrial			
Engineering); Nanomechanics; Nanoelectronics:		Sponsor Deadline:	
Nanostructured Materials		1/13/17	

# If multiple parties show interest...

# UMOR announces Limited Submissions competition

A team of faculty reviewers arranged through an Associate Vice President of Research reviews proposals and determines who goes forward, based on **science** and potential for success.



# Sample Criteria for Review Team

- Level of Innovation
- Technical Risk
- Necessity For Support
- PI And Research Team's Qualifications In The Specific Research Areas
- Clarity And Coherence Of Proposal
- Likelihood Of Success In The Final Sponsor Competition
- Is The Project Suitable For Sponsor?
- Priority For University Of Michigan
- Overall Quality Of This Application Or Proposal
- Recommended Changes For A Future Cycle

# Who holds the Internal Competition?

**Competitions are coordinated by either:** 

- The U-M Office of Research
  - Tricia McCain Ebright, Limited Submissions Coordinator
  - AVP of Research, Volker Sick
  - Faculty Reviewers

## • The U-M Medical School Office of Research

- Laura Hessler
- Jill Jividen
- Faculty Reviewers

## The Process



**Find opportunities** (Weekly emails from Pivot, NIH, NSF and Private Sponsors) Send Call for Intent to Submit (~250 government and ~30 by private) Hold Limited Submission Competitions (if needed) Alert institutionallyselected nominee Nominee may create and submit PAF

# How is this currently managed?



A lot of documents coming and going from a lot of places:

- Emails
- Attachments
- Spreadsheets
- Multiple team members and systems





# The Process will mainly be the same, but the tools will change from email to an automated system called InfoReady.

## Find opportunities

(Weekly emails from Pivot, NIH, NSF and Private Sponsors) Send Call for Intent to Submit and Limited Submissions (~250 government and ~30 by private)

Hold Limited Submission Competitions (as needed) Alert institutionallyselected nominee Nominee may create and submit PAF

## What is InfoReady?



# **op info**Ready

"An online workspace that helps **Administrators**, **Applicants**, and **Reviewers** streamline their submission, routing, and review processes. No more paper trails, email threads, or missing data. Now you can get your work done faster, smarter, and better than ever before."



### Weekly Call for Intent Communication will be combined Limited Submissions



#### **Calls for Intent to Submit & Limited Submissions**

<b>Opportunity Details &amp; Research Areas</b>	Amount	Limit	Deadlines	Туре
National Science Foundation Research Traineeship (NRT) Program-NSF 16-503 Go to Opportunity	\$3,000,000	4	UMOR Internal Competition: 9/16/16	Limited Submission
Nutrition Obesity Research Centers (NORCs) (P30) Go to Opportunity	\$750,000	1	Declare Intent by: 9/23/16 UMOR Internal Competition: TBD Sponsor Deadline: 10/23/16	Call for Intent to Submit

## Limited Submissions Landing Page

Calls for Intent

and

#### Limited Submissions

will now be listed together



HOME

#### Limited Submissions

CREATE MANAGE REVIEWS APPLICATIONS CALENDAR MESSAGES REPORTS ADMINISTRATION

#### **Current Calls for Intent & Limited Submission Competitions**



Following are Calls for Intent to Submit and Limited Submissions coordinated by the University of Michigan Office of Research (UMOR). Here, you can indicate your interest for an opportunity announced in a Call for Intent to Submit email. or you can apply for an internal Limited Submission competition. For either case, select the Title of the opportunity and choose Apply. You may want to first sort the following list by the internal Due Date.

Note: The U-M Medical School coordinates some competitions. If you don't see an opportunity here or in UMOR's archived emails, you may find it on the Medical School Competition Space website.

		Search:			
Title	Due Date	Category		Award Cycle	
		All	\$	All	ŧ
Nutrition Obesity Research Centers (NORCs) (P30)	10/21/2016	Call for Intent to Subm	nit	2017	
National Science Foundation Research Traineeship (NRT) Program-NSF 16-503	<mark>11/04/2016</mark>	Limited Submissions		2017	

#### Policies and Pr

- 1. We cannot guarant funding opportunity
- We sometimes lear
- belatedly. We will d within a reasonable
- 3. If you find a funding believe it is limited, our archived emails
- process and email: **UMORLimitedSub** us know which opp process is critical. E
- in the sponsor's rej University of Michig
- 4. If the external dead may still be able to 5. We will try to work
- achieving a satisfac

#### Our Process

Before holding a Limit competition, we typica Intent to Submit to det receive those emails.

If you still need help, r UMORLimitedSubmis Thank you!

### Login

#### Use your U-Mich Weblogin



#### Enter your Login ID and Password



By your use of these resources, you agree to abide by Responsible Use of Information Resources (SPG 601.07), in addition to all relevant state and federal laws.

University of Michigan © 2016 The Regents of the University of Michigan

### FYI...

# First time login may trigger this page.

Just choose "Ask me again if information changes" and Confirm.



=

You are about to access the service: umich-test.infoready4.com

Information to be Provided t	Constance Colthorp Amrine	
University Affiliation (scoped)	staff@annarbor.umich.edu alum@annarbor.umich.edu alum@umich.edu employee@annarbor.umich.edu member@umich.edu staff@umich.edu member@annarbor.umich.edu employee@umich.edu	
E-mail	const@umich.edu	
First Name	Constance	
Last Name	Colthorp Amrine	
Unigname	const	

The information above would be shared with the service if you proceed.

By clicking 'Confirm', you agree to adhere to the conditions of use on the site to which you are going, in addition to the <u>Information Technology Policies at U-M</u>.

Do you agree to release this information to the service every time you access it?

Select an information release consent duration:

Ask me again at next login

- · I agree to send my information this time.
- Ask me again if information changes
  - I agree that the same information will be sent automatically to this service in the future.

Decline

Confirm

## **View Opportunity** on **Standard Detail** Page

- Consistent presentation of funding options
- Ability to track and attach documents
- Easy to apply

RESEARCH
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CALENDAR

HOME

Limited Submissions

Apoly

#### Application Tools Art Works: Arts Education Internal Submission Friday, May 13, 2016 A Print Deadline: Administrator(s); Tricia Ebright (Owner) Category: Call for Intent to Submit Award Cycle: 2017 Discipline/Subject Area: Arts Education; Community or Outreach Programs; Student Enrichment; Arts and Culture Funding Available(\$): 250,000.00 Maximum Applications 1 Allowed Per Applicant: Program Web Page: https://www.arts.gov/grants-organizations/art-works/applicant-eligibility? mo\_cid=7b3ef1257b&mo\_eid=11485462c8 To apply: Select "Apply" on the right hand side of this page to fill out the application form, and upload any required files. If you're not already signed in, log in using your unigname and Kerberos (level 1) password. All details are automatically saved as you enter them. When you are ready to submit, click "Submit Application" at the bottom of the page. You will receive a confirmation email once your application has been submitted. Funding Organization's Thursday, July 14, 2016 at 4:59 PM Deadline: Description: This is a call for intent to submit for the following limited submission opportunities. If you intend to submit a proposal for any of these opportunities, please click Apply on the right to indicate that you intend to submit. The Office of Research (UMOR) will then contact you with further requirements if needed. If interest exceeds the sponsor's institutional limit, then UMOR may hold an internal Limited Submissions. Competition and announce it under separate cover.





### Complete and Submit Form

- Name and email are pre-populated
- Identify your primary school or department
- Attach single PDF with application documents
- Confirm you'll adhere to the process
- Submit application

		* indicates require
*Applicant First Name:	Constance	
*Applicant Last Name:	Colthorp	
Applicant Degree(s):	Separate degrees with comma	S
*Email Address:	const@umich.edu	
Phone Number:		
*Primary School or Department:	Add Organization(s)	
Department.	UM-Ann Arbor Rackham School of Gradu	× ate Studies

#### Applicant

#### Responsibilities

- I have read the Limited Submission Process on the Office of Research website.
  - If I become the institutionally-selected nominee for this opportunity with this sponsor, I will
    upload a confirmation of my approval from the University of Michigan Office of
    Research (UMOR) to my Proposal Approval Form (PAF) within the eResearch
    Proposal Management System (eRPM) in order to advise the Office of Research and
    Sponsored Projects (ORSP) know that I have been approved to move forward. I further
    understand that I will receive a confirmation that makes this possible.
  - Furthermore, I will not submit to this sponsor any application for this opportunity without the express approval of the University of Michigan Office of Research.
  - If I learn of others interested in this competition I will contact umorlimitedsubmissions@umich.edu.

Save as Draft

### Receive Confirmation

Application received from "Constance Colthorp" for "Nutrition Obesity 🖶 🔤 Research Centers (NORCs) (P30)" Letter of Intent



const@umich.edu





to triciamc 👻



Hello Nutrition Obesity Research Centers (NORCs) (P30) Administrator,

asdfasdfasdfasdf was submitted by Constance Colthorp, to Nutrition Obesity Research Centers (NORCs) (P30).

#### View Application

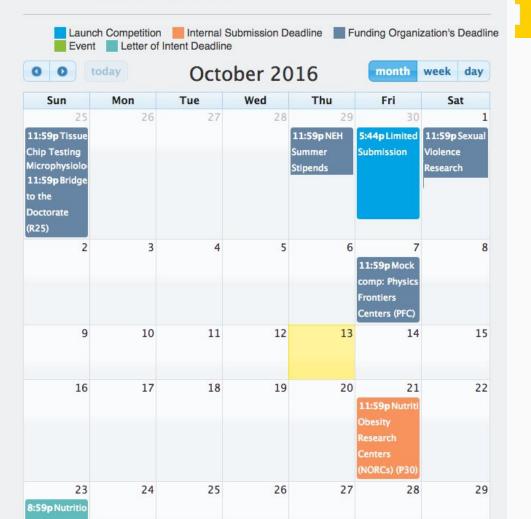
InfoReady Review is a convenient online workspace that helps Administrators, Applicants, and Reviewers streamline their submission, routing, and review processes. No more paper trails, email threads, or missing data. Now you can get your work done faster, smarter, and better than ever before.

### Calendar Page

#### Color by Type of Deadline

- Call for Intent
- Internal Competition
- Sponsor Letter of Intent
- Sponsor Deadline

#### **Events Calendar: By Month**



# Request to Act as a Reviewer

Emails to Reviewers are automated.



Dear Volker,

Constance Colthorp has requested your assistance to act as a Reviewer for **NEH Summer Stipends**. There are applications ready for your review.

Please give applications a brief review, and then **reply to this email** to list the names of your recommended reviewers.

Please complete this by Monday, May 16, 2016. Thank you!

Note: Make sure to review ALL of the applications before submitting your final review for any individual applications.

1. Test Application (Name: Jolette Munoz)

2. <u>What I Plan to Do on My Summer Vacation</u> (Name: Constance Applicant)

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### Notification When Selected

Includes reminder to PDF this email and attach it to the PAF.



triciamc@umich.edu

to me 🖃

11:31 AM (6 minutes ago)

Hello Constance Colthorp,

Congratulations! Your application Better Esophagus Management has been selected as the institutional nominee for Coordinating Center for Barrett's Esophagus Translational Research Network (BETRNet) (U24) .

As you proceed with your application, please also note the following deadlines and instructions:

- · Follow the usual U-M grant submission process, including the routing of the Proposal Approval Form (PAF) through eRPM.
- Please attach a PDF of this note to the PAF so the ORSP Project Representative will know you are a selected institutional nominee.
- Deadline for submission of your application to the Foundation is Friday. September 30, 2016

**View Application** 

InfoReady Review is a convenient online workspace that helps Administrators, Applicants, and Reviewers streamline their submission, routing, and review processes. No more paper trails, email threads, or missing data. Now you can get your work done faster, smarter, and better than ever before.

## Scoring is Automated and Downloadable

This is for the UMOR administrators only.

Share with Review Team for approval on selection.

+ -	A	В	С	E	F	G	Н	1	J	K	L	M	N	0	Р	Q
1	1 Application Details				S	Route to Reviewers t							to Volker and/or Brian			
2	Application	Competition T	Applicant	Status	Last Update	Rating Scale 1	Rating Scale 2	Rating Scale 3	Rating Scale 4	Rating Scale 5	Rating Scale 6	Rating Scale 7	Rating Scale 8	Rating Scale 9	Rating Scale 10	AVERAGE
3	Better Esophag	Regular	Colthorp, Const	<b>Reviews Active</b>	4/1/16 11:08 A	5	3	2	5	5	1	2	3	3	1	3
4	Stomach Resea	Regular	Dames, Cindy	<b>Reviews Active</b>	4/1/16 11:18 A	5	3	3	4	3	4	2	4	3	1	3.2
5	TEST Coordinat	Regular	Munoz, Jolette	<b>Reviews</b> Active	4/1/16 11:16 A	1	1	1	5	4	3	2	3	2	2	2.4
6																
7																

## InfoReady Adoption at U-M



# This is just our customization. We're testing with faculty now!

## It may already be familiar to you. It's used by...

- Medical School Office of Research <u>http://umms.infoready4.com</u>
- Michigan Translational Research and Commercialization (MTRAC)
- University of Michigan Dearborn
- Medical Fast Forward Innovation
- Indiana University
- CalTech
- Pitt





**Constance -** Works on Communication Process, Workflow and Feature Requests, and Usability

**Tricia/UMOR Staff -** A UMOR Point-of-contact for questions about competitions, materials and dates.

**André -** Troubleshooting technical issues and support for administrators. Primary liaison to Vendor.

**Carlos and Jan -** InfoReady representatives and product inquiries.



## Reducing Administrative and Faculty Burden

It won't be perfect, but we hope it's a step in the right direction.



# Questions?





# Thank you for coming!

Next RAN Meeting: Tuesday, February 28, 2017

Suggestions for RAN topics? ran-plans@umich.edu