Research Administrators' Network Meeting

AGENDA

May 23, 2019 2:00-3:30 p.m.

Michigan League Ballroom

Webcast - http://orsp.umich.edu/ran-meeting-live-stream

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

Becky O'Brien, RAAC Communications Subcommittee Chair Cathy Handyside, Guest Emcee

Closeout Best Practices [2:10-2:30]

Kristie Beckon, Financial Senior Manager, Sponsored Programs

Deadline Policy [2:30-2:45]

Craig Reynolds, Executive Director, ORSP

Updates [2:45-3:25]

Office of Research & Sponsored Projects - Craig Reynolds, Executive Director, ORSP [2:45-2:55]

Sponsored Programs - Debbie Talley, Director, Sponsored Programs [2:55-3:05]

Navigate - David Mulder, Training Manager [3:05-3:15]

ITS - Cathy Handyside, Assistant Director, eResearch Administration Systems, ITS [3:15-3:25]

Closing Remarks [3:25-3:30]

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!

Thursday, May 23, 2019



Zero Waste Event



This RAN meeting is a Zero Waste Event!

- A Zero Waste Event aims to divert as much waste as possible away from a landfill.
- Everything at today's event can go in the compost bins, including plates, cups, napkins, utensils and any food waste.
- Anything you brought to the meeting should go in the landfill bin, unless you are certain it is compostable.
- Thank you for helping us meet U-M's sustainability goal of reducing waste sent to landfills by 40%!

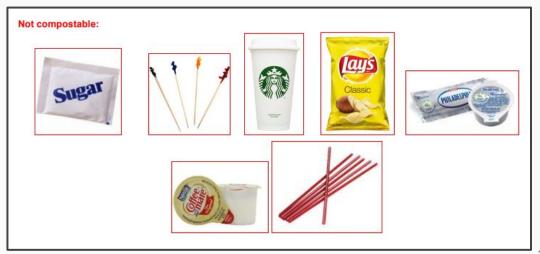
Zero Waste Event











Today's Awardees



Research Administrator Recognition Award



Melissa Karby

U-M Office of Research Exceptional Service Award



Terri Maxwell

Research Technical Staff Recognition Award



Chuck Wooley

BEC/OTT Outstanding Service Award



Jessica Soulliere

Awardee Fun Facts – Melissa Karby



- Plays glockenspiel in a German OomPah band at German Park in Ann Arbor
- 2. Favorite band is Depeche Mode and you can't change her mind about it.



- 3. Was a competitive Irish Dancer in a previous life.
- 4. She has become an avid backyard bird watcher.

Closeout Best Practices

Research Administrators' Network

Kristie Beckon, Financial Senior Manager, Finance-Sponsored Programs May 23, 2019



Introductions



Hello!

- U-M Alumni (Go Blue!)
- Previously an external auditor for U-M
- U-M Staff for ~24 years
- Our team:
 - 1 Operational Manager
 - 5 Accounting Supervisors
 - 18 Reporting Accountants
 - 8 Administrative Support Team members



KRISTIE BECKON

Introductions



Other hats include:

- Mom
- Volunteer
- Eccentric Entertainer







Several Types of Project Closeouts



A project closeout can encompass many areas, such as:

- Progress Reports
- Technical Reports
- Property Reports
- Patents or Inventions
- ...and Financial.



This is what we will discuss today.

What is a Project Financial Closeout?



- It's a financial snapshot of how funds were expended for the research project.
- The process may require another financial deliverable (such as an invoice or financial report).
- The closeout process will lead to project inactivation within 270 days.



The Volume is Increasing



Sponsored Research and Closeout Statistics

- Volume of Research projected for FY 6/30/18: \$1.55 billion
- Number of Active Parent P/Gs:
 - 12/31/06 5,673
 - 12/31/18 8,001
- Number of Active Parent/Sub P/Gs:
 - 12/31/06 9.811
 - 12/31/18 14,521





Deliverable Snapshot from April 2018 - April 2019

	Total # Required	Total # Completed On-Time	% On-Time
Interim Invoices	24,146	22,675	94%
Int./Final Report	5,880	5,125	87%
Closeouts	5,153	4,254	83%

Striving for a 95% or greater on-time submission, even as volume increases.

Closeout Reports



When are Reports Due?

- The FSR timeline is determined by the sponsor's due date.
- If FSR can't be completed in time, project team must get a reporting extension from sponsor.
- We're here to help us all meet that date.

Closeout Reports



When are Reports Due? FSR Timeline

Report Due Date (after Project end date)	Sponsored Programs' Reporting Timeline	You can expect to receive the report no later than
10 days	1 business day for first request1 business day for final request (no second request)	3 business days before due date.
15 days	 2 business days for first request 1 business day for final request (no second request) 	4 business days before due date.
30 days	 4 business days for first request 2 business days for second request 1 business day for final request 	8 business days before due date.
45 days	8 business days for first request3 business days for second request3 business days for final request	15 business days before due date.
60 - 120 days	 10 business days for first request 5 business days for second request 5 business days for final request 	21 business days before due date.

Closeout Reports



FSR Notifications

First Request

Sent to the SAPOC

Second Request

Sent to SAPOC/PI

Final Request

 Sent to SAPOC/PI/Dept Manager/Dean's office

If no response after the final request, Sponsored Programs (SP) may submit the final financial report to meet the sponsor's due date.

★ Key to Acronyms:

- SAPOC: Single Administrative Point of Contact, typically the post-award research administrator
- PI: Principal Investigator

What is a Financial Status Report (FSR)?



What is an FSR...

- An FSR is a Financial Status Report.
- Electronic tool used to ensure that all expenditures for a project are included in the final report and/or invoice (refund) to a sponsor.
- Form of collaboration with the University community that allows for accurate and timely submission.
- Report that can impact future funding to the University.

What are we reviewing?



Putting the final pieces together

- Compliance with Uniform Guidance
- Compliance with University cost accounting standards
- Compliance with Sponsor requirements

This is a collaborative effort.

- Preparation and Partnership
- This work is based around the Financial Status Report (FSR).



Tab 1 - Instructions Sheet





CAPTAIN MARVEL SEEKS CLOSE OUT Departmental Copy of the FSR Sponsored Programs Contact:

Name:

Captain Marvel

Title: Phone: Reporting Accountant (734) 615-0000

Email:

captain-marvel@umich.edu

fax:

(734) 647-1932

This is the email version of the Financial Status Report

Printing

To print all pages at one time, go to "File", "Print", and click on "Entire Workbook".

MAC users = Go to File, Print and General comes up

Change General to Microsoft Excel

Choose Print: Entire Workbook

Please do not alter the electronic FSR file. Instead, print all tabs of the worksheet, and review for accuracy and/or allowability. If items need to be changed, please indicate this on the printed version and send to the reporting coordinator (listed above) documentation showing the order date for allowability issues, and detailed documentation for any pending adjustments applicable to the project period.

Please return a copy of the signed memo(s) (including chartfields if necessary) to the coordinator listed above by the deadline stated in the email. The memo(s) needs to be returned with a valid signature in order for the report to be submitted to the sponsor by Sponsored Programs.

If you encounter problems while using this file, please contact the coordinator listed above.

For a detailed overview of the FSR, please paste the link below into your web browser:

https://maislinc.umich.edu/maislinc/learner/search/catalog?RootNodeID=-1&NodeID=444&UserMode=0

Tab 2 - Letter Requiring Your Signature



FROM: Captain Marvel captain-marvel@umich.edu

Reporting Accountant

Financial Status Report for AWD03xxxx SUBJECT:

Project/Grant: F0xxxxx

Reporting Period: 01/01/14 - 12/31/18

000000 Short Code

Please review the enclosed Financial Status Report. Determine if all appropriate expenditures and encumbrances have been charged to the P/G. If the report meets with your approval, sign ar turn me thin wor vs

I attest that the combined total of salary, fringe benefits, and tuition for any GSRA on the project has not exceeded the limits governed by my school/college and is in compliance with the Sponsor Regulations.

If additional time is needed to review this report, or if you have any questions, please contact me at (734) 615-0000.

If I don't hear from you within 10 work days, the report will be mailed to the sponsor if so required.

I, the undersigned, hereby approve the above referenced Financial Status Report.

Project Director Stan Lee

Date

PI STAN LEE ATTESTS & SIGNS



Tab 3 - Your Transfer Letter





PEPPER POTTS, RA
DESIGNATES CHARTFIELD

The University of Michigan Sponsored Programs 5000 Wolverine Tower 1287

April 30, 2019

TO: Stan Lee VIA: Pepper Potts

Endgame Productions 3003 NEW YORK DRIVE

FROM: Captain Marvel captain-marvel@umich.edu

Reporting Accountant

SUBJECT: Unresolved items on P/G F0xxxxx

Award ID: AWD03xxx

Reporting Period: 01/01/14 - 12/31/18

Short Code 00xxxx

I have prepared the Financial Status Report for P/G F0xxxxx The P/G has the following unresolved items that must be transferred:



\$3,991.06 = Direct Cost Overdraft

\$92.12 = Direct Cost Unallowable Late Charges

**If salary & fringes are included in this amount, please ensure that all necessary DBE change(s) & Effort Re-Certification(s) have been prepared.

Please note below where you would like the direct cost overdraft and/or the direct cost unallowable late charges transferred. All future charges that hit this P/G will also be transferred to the ChartField combination you list below.

Return this memo to me and I will process the transfer. If you have any questions, please contact me at (734) 615-0000

Tab 4 - Worksheet



Parent Summary - Financial Status Report Worksheet

P/G #: F0xxxxx Award Ref No: IRONMAN 1316 Report Period: 01/01/14 - 12/31/18 Project Period: 01/01/14 - 12/31/18 Award ID: AWD03xxxx

Project Title: 00xxxx-Goal:Avengers Infinity Stone Search Sponsor: S.H.I.E.L.D. Final Report

Administrator: Pepper Potts
Phone: 212/555-0000

Potts

30-Apr-19

Project Director: LEE, STAN

Coordinator #: 56

TOTAL CHARGES

Coordinator #: 96 BUDGET CATEGORY	PBR BUDGET	TO	TAL CHARGES TO DATE 12/31/18	PREVIOUSLY REPORTED CHARGES	LATE CHARGES	ADJUSTMENTS	TOTAL CURRENT EXPENSES	TOTAL PROJECT EXPENSES	BALANCE
Salaries & Wages	\$132,207.00		\$144,252.09	\$0.00	\$4,680.00	(\$599.99)	\$148,332.10	\$148,332.10	(\$16,125.10)
Administrative Salaries (UG Monitored)	0.00		0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
Clerical Salaries (UG Monitored)	0.00		0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
Fringe Benefits	29,904.00		16,772.45	0.00	1,139.83	(146.15)	17,766.13	17,766.13	\$12,137.87
Tuition Waiver	55,262.00		62,248.31	0.00	0.00	0.00	62,248.31	62,248.31	(\$6,986.31)
Gen. Sup/Other (UG Monitored)	0.00		146.76	0.00	(146.76)	0.00	0.00	0.00	\$0.00
Research Supplies & Services	10,200.00		8,727.70	0.00	47.77	0.00	8,775.47	8,775.47	\$1,424.53
Postage and Shipping (UG Monitored)	0.00		0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
Telephone Services (UG Monitored)	0.00		0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
Travel-Domestic	4,900.00		2,713.70	0.00	0.00	0.00	2,713.70	2,713.70	\$2,186.30
Travel-Foreign	3,226.00		2,905.90	0.00	0.00	0.00	2,905.90	2,905.90	\$320.10
Transfers	0.00		0.00	0.00	0.00	(3,991.06)	(3,991.06)	(3,991.06)	\$3,991.06
TOTAL DIRECT COSTS	235,699.00		237,766.91	0.00	5,720.84	(4,737.20)	238,750.55	238,750.55	(3,051.55)
TOTAL INDIRECT COSTS	100,205.00	_	96,612.48	0.00	3,146.46	(2,605.49) **	97,153.45	97,153.45	3,051.55
Total Current Expense	335,904.00		334,379.39	0.00	8,867.30	(7,342.69)	335,904.00	335,904.00	0.00
U/M Cost Sharing	0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Prior Period Expense	0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Prior Period Cost Sharing	0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00
SPONSOR TOTAL	\$335,904.00		\$334,379.39	\$0.00	\$8,867.30	(\$7,342.69)	\$335,904.00	\$335,904.00	\$0.00

INDIRECT COST CALCULATION:				I/C Code: 50	** I/C ADJUSTMENT	<u>s</u>		
	D/C Base	Rate		Indirect Cost				
MTDC: 01/01/15 - 12/31/18	165,053.05 X	55.00%	=	90,779.18	0.01	I/C Overrun	Use Only on Finals	
MTDC: 01/01/14 - 12/31/14	15,440.25 X	55.50%	=	8,569.34	0.00	I/C Adjust MTDC:		
MTDC: 07/01/01 - 06/30/03	0.00 X	51.00%	=	0.00	(0.04)	I/C Rounding		
NON-MTDC:	62,248.31 X	0.00%	<u> </u>	0.00	(410.38)	I/C on Adjustments		
	242,741.61			99,348.52	(2,195.08)	I/C on Transfers		
Overrun	(3,991.06)			(2,195.07)	(2,605.49)	Total		
SPONSOR TOTAL	\$238,750.55			\$97,153.45) (-			

Tab 4 - Worksheet



Parent Summary - Financial Status Report Worksheet Award ID: AWD03xxxx P/G #: F0xxxxx 30-Apr-19 Project Title: 00xxxx-Goal:Avengers Infinity Stone Search Award Ref No: IRONMAN 1316 Sponsor: S.H.I.E.L.D. Administrator: Pepper Potts Report Period: 01/01/14 - 12/31/18 **Final Report** Project Period: 01/01/14 - 12/31/18 Phone: 212/555-0000 Project Director: LEE, STAN Coordinator #: 96 TOTAL CHARGES PREVIOUSLY PBR TO DATE REPORTED TOTAL CURRENT TOTAL PROJECT LATE CHARGES BUDGET CATEGORY BUDGET 12/31/18 CHARGES **ADJUSTMENTS EXPENSES EXPENSES** BALANCE Salaries & Wages \$132,207.00 \$144,252.09 \$0.00 \$4,680,00 (\$599.99)\$148,332,10 \$148,332,10 (\$16,125.10) Administrative Salaries (UG Monitored) 0.00 0.00 0.00 0.00 0.00 0.00 0.00 \$0.00 Clerical Salaries (UG Monitored) 0.00 0.00 0.00 0.00 0.00 0.00 0.00 \$0.00 Fringe Benefits 29,904.00 16,772.45 0.00 1,139.83 (146.15) \$12,137.87 17,766.13 17,766.13 **Tuition Waiver** 55,262.00 62,248.31 0.00 0.00 0.00 62,248.31 62,248.31 (\$6,986.31) Gen. Sup/Other (UG Monitored) 0.00 146.76 0.00 (146.76)0.00 0.00 0.00 \$0.00 Research Supplies & Services 10,200.00 8,727.70 0.00 47.77 0.00 8,775.47 8.775.47 \$1,424.53 Postage and Shipping (UG Monitored) 0.00 0.00 0.00 0.00 0.00 0.00 0.00 \$0.00 Telephone Services (UG Monitored) 0.00 0.00 0.00 0.00 0.00 0.00 0.00 \$0.00 Travel-Domestic 4.900.00 2.713.70 0.00 0.00 0.00 2.713.70 2.713.70 \$2,186.30 Travel-Foreign 3,226.00 2,905.90 0.00 0.00 0.00 2,905.90 2.905.90 \$320.10 Transfers 0.00 0.00 0.00 0.00 (3.991.06)(3.991.06)(3.991.06)\$3,991.06 235.699.00 237,766.91 0.00 5,720.84 TOTAL DIRECT COSTS (4.737.20)238,750.55 238.750.55 (3.051.55)TOTAL INDIRECT COSTS 100.205.00 96,612,48 0.00 3.146.46 (2.605.49) ** 97,153,45 97.153.45 3.051.55 **Total Current Expense** 335,904.00 334,379.39 0.00 8,867.30 (7,342.69) 335,904.00 335,904.00 0.00 U/M Cost Sharing 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 Prior Period Expense 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 Prior Period Cost Sharing 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 SPONSOR TOTAL \$335,904.00 \$334,379.39 \$0.00 \$8,867.30 (\$7,342.69) \$335,904.00 \$335,904.00 \$0.00 INDIRECT COST CALCULATION: I/C Code: 50 ** I/C ADJUSTMENTS D/C Base Rate Indirect Cost MTDC: 01/01/15 - 12/31/18 165.053.05 X 55.00% 90,779,18 0.01 I/C Overrun Use Only on Finals MTDC: 01/01/14 - 12/31/14 15,440,25 X 55.50% 8.569.34 I/C Adjust MTDC: MTDC: 07/01/01 - 06/30/03 0.00 X 51.00% 0.00 (0.04) I/C Rounding NON-MTDC: 62,248.31 X 0.00% 0.00 (410.38) I/C on Adjustments 242,741.61 99,348.52 I/C on Transfers (2,195.08)Overrun (3.991.06)(2,195.07)(2.605.49)Total SPONSOR TOTAL \$238,750,55 \$97,153,45

Tab 4 - Worksheet (PBR Budget)



iř	P	arent Summa	ry - Financi	ial Status Re	eport Works	heet				
P/G #: F0xxxxx Award Ref No: IRONMAN 1316 Report Period: 01/01/14 - 12/31/18 Project Period: 01/01/14 - 12/31/18 Project Director: LEE, STAN		Award ID: AWD03xxxx Project Title: 00xxxx-Goal:Avengers Infinity Stone Search Sponsor: S.H.I.E.L.D. Administrator: Phone: 212/555-0000								
Coordinator #: 96 BUDGET CATEGORY	PBR BUDGET	TOTAL CHARGES TO DATE 12/31/18	PREVIOUSLY REPORTED CHARGES	LATE CHARGES	ADJUSTMENTS	TOTAL CURRENT EXPENSES	TOTAL PROJECT EXPENSES	BALANCE		
Salaries & Wages	\$132,207.00	\$144,252.09	\$0.00	\$4,680.00	(\$599.99)	\$148,332,10		(\$16,125.10)		
Administrative Salaries (UG Monitored)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00		
Clerical Salaries (UG Monitored)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00		
Fringe Benefits	29,904.00	16,772.45	0.00	1,139.83	(146.15)	17,766.13	17,766.13	\$12,137.87		
Tuition Waiver	55,262.00	62,248.31	0.00	0.00	0.00	62,248.31	62,248.31	(\$6,986.31)		
Gen. Sup/Other (UG Monitored)	0.00	146.76	0.00	(146.76)	0.00	0.00	0.00	\$0.00		
Research Supplies & Services	10,200.00	8,727.70	0.00	47.77	0.00	8,775.47	8,775.47	\$1,424.53		
Postage and Shipping (UG Monitored)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00		
Telephone Services (UG Monitored)	0.00	0.00	0.00	0.00	0.00	0.00		\$0.00		
Travel-Domestic	4,900.00	2,713.70	0.00	0.00	0.00	2,713.70		\$2,186.30		
Travel-Foreign	3,226.00	2,905.90	0.00	0.00	0.00	2,905.90		\$320.10		
Transfers	0.00	0.00	0.00	0.00	(3,991.06)	(3,991.06		\$3,991.06		
TOTAL DIRECT COSTS	235,699.00	237,766.91	0.00	5,720.84	(4,737.20)	238,750.55	238,750.55	(3,051.55)		
TOTAL INDIRECT COSTS	100,205.00	96,612.48	0.00	3,146.46	(2,605.49)	** 97,153.45	97,153.45	3,051.55		
Total Current Expense	335,904.00	334,379.39	0.00	8,867.30	(7,342.69)	335,904.00	335,904.00	0.00		
U/M Cost Sharing	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Prior Period Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Prior Period Cost Sharing	0.00	0.00	0.00	0.00	0.00	0.00		0.00		
SPONSOR TOTAL	\$335,904.00	\$334,379.39	\$0.00	\$8,867.30	(\$7,342.69)	\$335,904.00	\$335,904.00	\$0.00		
INDIRECT COST CALCULATION:	D/C Base	Rate		I/C Code: 50 Indirect Cost	** I/C ADJUSTMENTS					
MTDC: 01/01/15 - 12/31/18	165,053.05	X 55.00%	=	90,779.18	0.01	I/C Overrun	Use Only on Finals			
MTDC: 01/01/14 - 12/31/14	15,440.25		=	8,569.34	0.00	I/C Adjust MTDC:	Contraction Manager Manager Manager			
MTDC: 07/01/01 - 06/30/03	0.00		=			I/C Rounding				
NON-MTDC:	62,248.31		=	2.000		I/C on Adjustments				
	242,741.61			99,348.52		I/C on Transfers				
Overrun	(3,991.06)			(2,195.07)	(2,605.49)	Total				
SPONSOR TOTAL	\$238,750.55			\$97,153,45						

Tab 4 - Worksheet (Total Charges to Date)



T	<u>Pa</u>	rent Summa	ary - Financi	ial Status Re	port Worksh	neet				
P/G #: F0xxxxx			Award ID: A							
Award Ref No: IRONMAN 1316		Project Ti	Project Title: 00xxxx-Goal:Avengers Infinity Stone Search							
Report Period: 01/01/14 - 12/31/18			Sponsor: S			Administrator: P				
Project Period: 01/01/14 - 12/31/18			Final Report							
Project Director: LEE, STAN		The second second second second second								
Coordinator #: 96		TOTAL CHARGES	PREVIOUSLY							
	PBR	TO DATE	REPORTED			TOTAL CURRENT				
BUDGET CATEGORY	BUDGET	12/31/18	CHARGES	LATE CHARGES	ADJUSTMENTS	EXPENSES				
Salaries & Wages	\$132,207.00	\$144,252.09	\$0.00	\$4,680.00	(\$599.99)	\$148,332.10				
Administrative Salaries (UG Monitored)	0.00	0.00	0.00	0.00	0.00	0.00				
Clerical Salaries (UG Monitored)	0.00	0.00	0.00	0.00	0.00	0.00				
Fringe Benefits	29,904.00	16,772.45	0.00	1,139.83	(146.15)	17,766.13				
Tuition Waiver	55,262.00	62,248.31	0.00	0.00	0.00	62,248.31				
Gen. Sup/Other (UG Monitored)	0.00	146.76	0.00	(146.76)	0.00	0.00				
Research Supplies & Services	10,200.00	8,727.70	0.00	47.77	0.00	8,775.47				
Postage and Shipping (UG Monitored)	0.00	0.00	0.00	0.00	0.00	0.00				
Telephone Services (UG Monitored)	0.00	0.00	0.00	0.00	0.00	0.00				
Travel-Domestic	4,900.00	2,713.70	0.00	0.00	0.00	2,713.70				
Travel-Foreign	3,226.00	2,905.90	0.00	0.00	0.00	2,905.90				
Transfers	0.00	0.00	0.00	0.00	(3,991.06)	(3,991.06)				
TOTAL DIRECT COSTS	235,699.00	237,766.91	0.00	5,720.84	(4,737.20)	238,750.55				
TOTAL INDIRECT COSTS	100,205.00	96,612.48	0.00	3,146.46	(2,605.49) **	97,153.45				
Total Current Expense	335,904.00	334,379.39	0.00	8,867.30	(7,342.69)	335,904.00				
U/M Cost Sharing	0.00	0.00	0.00	0.00	0.00	0.00				
Prior Period Expense	0.00	0.00	0.00	0.00	0.00	0.00				
Prior Period Cost Sharing	0.00	0.00	0.00	0.00	0.00	0.00				
SPONSOR TOTAL	\$335,904.00	\$334,379.39	\$0.00	\$8,867.30	(\$7,342.69)	\$335,904.00				

Tab 4 - Worksheet (Total Project Expenses) 📉



Parent Summary - Financial Status Report Worksheet

P/G #: F0xxxxx Award Ref No: IRONMAN 1316 Report Period: 01/01/14 - 12/31/18 Project Period: 01/01/14 - 12/31/18 Desired Disserted LEE CTAN

Award ID: AWD03xxxx Project Title: 00xxxx-Goal:Avengers Infinity Stone Search Sponsor: S.H.I.E.L.D.

Final Report

Administrator: Pepper Potts

Phone: 212/555-0000

Project Director: LEE, STAN Coordinator #: 96 BUDGET CATEGORY	PBR BUDGET	TOTAL CHARGES TO DATE 12/31/18	PREVIOUSLY REPORTED CHARGES	LATE CHARGES	ADJUSTMENTS	TOTAL CURRENT EXPENSES	TOTAL PROJECT EXPENSES
Salaries & Wages	\$132,207.00	\$144,252.09	\$0.00	\$4,680.00	(\$599.99)	\$148,332.10	\$148,332.10
Administrative Salaries (UG Monitored)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Clerical Salaries (UG Monitored)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fringe Benefits	29,904.00	16,772.45	0.00	1,139.83	(146.15)	17,766.13	17,766.13
Tuition Waiver	55,262.00	62,248.31	0.00	0.00	0.00	62,248.31	62,248.31
Gen. Sup/Other (UG Monitored)	0.00	146.76	0.00	(146.76)	0.00	0.00	0.00
Research Supplies & Services	10,200.00	8,727.70	0.00	47.77	0.00	8,775.47	8,775.47
Postage and Shipping (UG Monitored)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Telephone Services (UG Monitored)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Travel-Domestic	4,900.00	2,713.70	0.00	0.00	0.00	2,713.70	2,713.70
Travel-Foreign	3,226.00	2,905.90	0.00	0.00	0.00	2,905.90	2,905.90
Transfers	0.00	0.00	0.00	0.00	(3,991.06)	(3,991.06)	(3,991.06)
TOTAL DIRECT COSTS	235,699.00	237,766.91	0.00	5,720.84	(4,737.20)	238,750.55	238,750.55
TOTAL INDIRECT COSTS	100,205.00	96,612.48	0.00	3,146.46	(2,605.49) **	97,153.45	97,153.45
Total Current Expense	335,904.00	334,379.39	0.00	8,867.30	(7,342.69)	335,904.00	335,904.00
U/M Cost Sharing	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Prior Period Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Prior Period Cost Sharing	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SPONSOR TOTAL	\$335,904.00	\$334,379.39	\$0.00	\$8,867.30	(\$7,342.69)	\$335,904.00	\$335,904.00

Tab 5 - Late Charges



10	P/G #:	F0xxxxx	ji	Late Charge Analysis									
Budget Category	Date Incurred	Posted Date	JE Line Ref.	JE Line Desc.	Journal #	Account	Amount	Unallowable D/C Amount to Transfer	Unallowable D/C Amount Transferred	Unallowable I/C Amount	Allowable D/C Amount	Allowable I/C Amount	Allowable Amount
Research Sal Research Sal Research Sal Fringe Benefi Fringe Benefi Fringe Benefi Fringe Benefi Fringe Benefi Research Superinge Benefi	12/31/18 12/31/18 12/31/18 12/31/18 12/01/18 12/31/18	01/14/19 01/14/19 01/14/19 01/14/19 01/14/19 01/14/19 01/14/19 01/14/19 01/25/19 01/31/19	12/21/18 11/30/18 10/31/18 SUB	Haweye, Clint 01/04/19 - 01/10/19 Haweye, Clint 01/04/19 - 01/10/19 Haweye, Clint 01/04/19 - 01/10/19 Haweye, Clint - 01/10/19 Service Unit Billings BENEFIT RECHARGE DISTRIB 2.10%	PYW120xxxxx PYW120xxxxx PYW120xxxxx PYW120xxxxx PYW120xxxxx PYW120xxxxx PYW120xxxxx PYW120xxxxx PYW120xxxxx SUB10xxxxxx BRD00xxxxx	510xxx 591xxx 592xxx 593xxx 595xxx 595xxx 510xxx 591xxx 510xxx 591xxx 592xxx	1,560.00 1,560.00 1,560.00 2.85 348.46 630.63 27.42 19.77 12.42 47.77 98.28				1,560.00 1,560.00 1,560.00 2.85 348.46 630.63 27.42 19.77 12.42 47.77 98.28		1,560.00 1,560.00 1,560.00 2.85 348.46 630.63 27.42 19.77 12.42 47.77 98.28
Indirect Cost Gen. Sup/Oth Gen. Sup/Oth Research Sup Indirect Cost		01/31/19 02/05/19 02/05/19 02/26/19 02/28/19	SUB	IDC-BASIS 50, RATE 55.00% TSF PCD0703717 9/21/2018 TSF PCD9993806 1/16/2018 Service Unit Billings	IDC0000xxx 00010xxxxx 00010xxxxx SUB10xxxxx IDCXXXXXXX	593xxx 594xxx 595xxx 510xxx 591xxx	3,227.18 (81.89) (64.87) 92.12 (80.72) 8,959.42	92.12 - 92.12	-		(81.89) (64.87) - 5,720.84	3,227.18 (80.72) 3,146.46	3,227.18 (81.89) (64.87) - (80.72) 8,867.30



HAWKEYE

Tab 5 - Adjustments



P/G #: F0xxxx

Adjustments Analysis

JE Line

Budget Category	Date Incurred	Posted Date	Ref.	JE Line Desc.	Document	Account	Amount
Research Salaries	12/31/18	04/30/19		Thor Odinson 01/04/19 - 01/10/19	PYW120xxxxx	510xxx	(599.99)
Fringe Benefits	12/31/18	04/30/19		Thor Odinson - 01/10/19	PYW120xxxxx	591xxx	(0.37)
Fringe Benefits	12/31/18	04/30/19		Thor Odinson - 01/10/19	PYW120xxxxx	592xxx	(44.68)
Fringe Benefits	12/31/18	04/30/19		Thor Odinson - 01/10/19	PYW120xxxxx	593xxx	(80.85)
Fringe Benefits	12/31/18	04/30/19		Thor Odinson - 01/10/19	PYW120xxxxx	594xxx	(3.52)
Fringe Benefits	12/31/18	04/30/19		Thor Odinson - 01/10/19	PYW120xxxxx	595xxx	(2.54)
Fringe Benefits	12/31/18	04/30/19		Thor Odinson - 01/10/19	PYW120xxxxx	510xxx	(1.59)
Fringe Benefits	12/31/18	04/30/19		BENEFIT RECHARGE DISTRIB 2.109	% BRDXXXXXXX	591xxx	(12.60)
Transfers	12/31/18	04/30/19		D/C Transfer	manual JE	592xxx	(3,991.06)
Indirect Cost	12/31/18	04/30/19		I/C Overrun	manual JE	593xxx	0.01
Indirect Cost	12/31/18	04/30/19		I/C Rounding	manual JE	594xxx	(0.04)
Indirect Cost	12/31/18	04/30/19		I/C on Adjustments	auto JE	595xxx	(410.38)
Indirect Cost	12/31/18	04/30/19		I/C on Transfers	manual JE	596xxx	(2,195.08)
							(7,342.69)

Shared Responsibilities





REPORTING ACCOUNTANT

Sponsored Programs' Adjustments (Captain Marvel)

- UG
- Direct Cost Overdraft
- Fixed Price Balance
- Disallowed Costs (per agreement)
- Cost Share Shortage

RA or SAPOC Adjustments (Pepper Potts)

- Invoices
 (Subcontracts,
 Strategic Vendors)
- Payroll (including vacation payout)
- Travel
- SUB Charges



PEPPER POTTS, RA

Tab 5 - Adjustments



P/G #:	F0xxxx	Adjustments
	1 ONOM	rajaomionio

			JE Line		
Budget Category	Date Incurred	Posted Date	Ref.	JE Line Desc.	
Research Salaries	12/31/18	04/30/19		Thor Odinson 01/04/19 - 01	1/10/19 P
Fringe Benefits	12/31/18	04/30/19		Thor Odinson - 01/10/19	P'
Fringe Benefits	12/31/18	04/30/19		Thor Odinson - 01/10/19	P'
Fringe Benefits	12/31/18	04/30/19		Thor Odinson - 01/10/19	P'
Fringe Benefits	12/31/18	04/30/19		Thor Odinson - 01/10/19	P
Fringe Benefits	12/31/18	04/30/19		Thor Odinson - 01/10/19	P'
Fringe Benefits	12/31/18	04/30/19		Thor Odinson - 01/10/19	P
Fringe Benefits	12/31/18	04/30/19		BENEFIT RECHARGE DIS	TRIB 2.10% BI
Transfers	12/31/18	04/30/19		D/C Transfer	m
Indirect Cost	12/31/18	04/30/19		I/C Overrun	m
Indirect Cost	12/31/18	04/30/19		I/C Rounding	m
Indirect Cost	12/31/18	04/30/19		I/C on Adjustments	a
Indirect Cost	12/31/18	04/30/19		I/C on Transfers	r



WAIT ... THOR?

A Day in the Life of a Reporting Accountant



 With requests for 919 records (closeouts, interim reports and final reports) per month, it's important to prioritize.

- 10-day
- 15-day
- 30-day
- 90-day
- 120-day
- Closeouts without any financial reporting requirements
- Early closeout



Desired State



The desired state of the project closeout:

 A balanced, accurate, and timely report goes out to sponsor and project is inactivated.

What can stop a project from being inactivated?

- Revenue
- Expenses/Charges

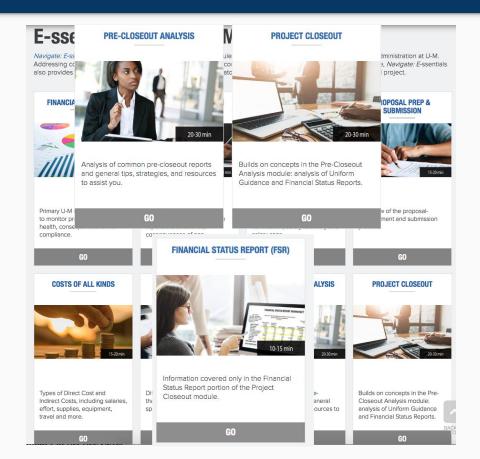
As of May 15, 2019: 1,022 out of about 11,000 projects outstanding





e-Learning Resources





https://orsp.umich.edu/e-ssentials

Pre-Closeout Analysis
Project Closeout
Financial Status Reports
(a segment of Project Closeout)

Let's See What We've Learned



Get out your clickers!

Clicker Question #1



1. When should you not approve a report?

- a) When an overdraft exists
- b) When a large balance is remaining
- c) When all charges have not been incorporated

Clicker Question #1



- 1. When should you not approve a report?
 - a) When an overdraft exists
 - b) When a large balance is remaining
 - c) When all charges have not been incorporated



2. What could be needed to adjust a charge on a final/interim report?

- a) Direct Benefit Justification
- b) 120-day Explanation
- c) Invoice/Support Documentation
- d) Any or all of the above
- e) Just (a) and (c)



2. What could be needed to adjust a charge on a final/interim report?

- a) Direct Benefit Justification
- b) 120-day Explanation
- c) Invoice/Support Documentation
- d) Any or all of the above
- e) Just (a) and (c)



3. What is the goal of the reporting accountants?

- a) To get on your nerves with our demanding timelines.
- b) To partner with the RA for an accurate report
- c) To be good stewards as it's the fiduciary responsibility to our sponsors
- d) All of the above.
- e) Just (b) and (c) .



3. What is the goal of the reporting accountants?

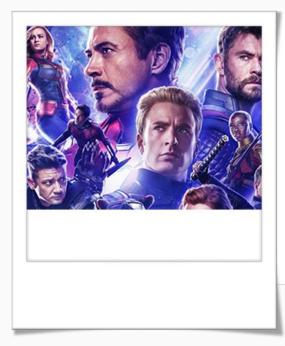
- a) To get on your nerves with our demanding timelines.
- b) To partner with the RA for an accurate report
- c) To be good stewards as it's the fiduciary responsibility to our sponsors
- d) All of the above.
- e) Just (b) and (c) .

Questions?



We're here to help.

- Customer Service
- http://www.finance.umich.edu/programs/contact



Deadline Policy

Research Administrators' Network

Craig Reynolds, Executive Director, ORSP May 23, 2019



Service Standards by Business Hours Prior to Deadline

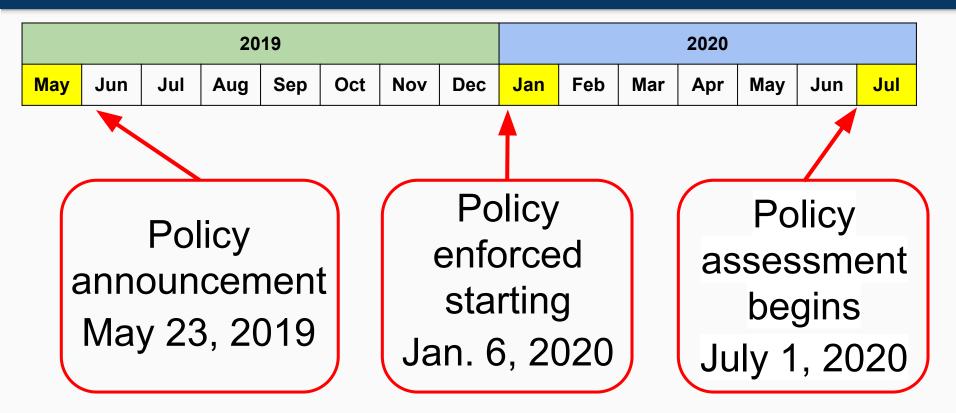


Service Level Standard	Full Review ≥ 32 Business Hrs	Limited Review** < 32 Business Hrs; ≧ 15 Business Hrs	At Risk < 15 Business Hrs
Proposal Checked for Compliance with U-M Requirements	V	V	V
Proposal Submitted by Submission Deadline	V	V	
Proposal Checked for Compliance with Sponsor Guidelines	V		
Terms & Conditions Binding Upon Award Reviewed for Acceptability	V		
Proposal Successfully Received by Sponsor	V		

^{**} Proposal must be finalized by 9:00 a.m. the first business day before Submission Deadline entered on PAF.

Today's Take Away Message





Implementation Plan - Phase 1



Now through Jan. 5, 2020

- Communication/awareness building of policy requirements
- PAF changes (July 22, 2019)
- eRPM programming and testing
- User Acceptance Testing
- Communication and training

More specifically...



- Deadline policy website
 - https://orsp.umich.edu/deadline-policy
- Google form for submitting questions
 - http://myumi.ch/6Oekk
 - Basis for an FAQ
- School/College/Institute/Department and Flint and Dearborn campus policy review

More specifically...



- Schedule of milestones
 - For example, Project Reps start doing Limited and Full reviews, returning PAFs that are not final, etc.
- Metrics and Key Performance Indicators (KPIs)
- New SOP 200.01 Proposal Review by ORSP
 - https://orsp.umich.edu/sop
- Training presentations at multiple locations
- Job aids

Implementation Plan - Phase 2



Jan. 6, 2020 through June 30, 2020

- Policy enforcement starting Jan. 6, 2020
- Collection of policy-related system data begins

Implementation Plan - Phase 3



July 1, 2020 and beyond

- Analysis of data regarding effects of policy begins
- Refinement of policy and procedures as necessary
- RADs and VPR reach out to those who "work outside the system" or frequently submit "at risk" proposals
- VPR assessment of need for waiver requirement

ORSP Update

Research Administrators' Network

Craig Reynolds, Executive Director, ORSP May 23, 2019





Congratulations to Terri Maxwell, UMOR Exceptional Service Award Honoree!

"The line 'I checked with Terri Maxwell' is one of the most powerful tools in our toolkit..."





Welcome New Asst. Project Representative Raymond Cluckey





Project
Representative
Maggie Swift
(on leave)





Welcome New Asst. Project Representative Greer Johanna Swift

b. April 15, 20196 lbs, 15 oz., 20"



Policy Updates



200.04 Submission of Hard Copies, Electronic Media and Other Tangible Materials

- ORSP will prepare up to 3 unbound black-andwhite or color hard copies, provided:
 - The final proposal and PAF are received in ORSP 32 or more business hours in advance of the sponsor's deadline, and
 - The final proposal is uploaded to the PAF as a single file.

SOP 200.04 continued



- If more than 3 hard copies required, the Project Team is encouraged to provide them all to ensure quality.
- Electronic media and other tangible materials (e.g., CDs, flash drives) must be in ORSP 15 or more business hours before the deadline or they risk not being submitted.

NIH Salary Cap for 2019



- NOT-OD-19-099 issued April 17, 2019
- Restricts amount of direct salary to Executive Level II of the Federal Executive pay scale
- Effective January 6, 2019, the salary limitation is \$192,300
- Rebudgeting to accommodate the new salary cap is allowed















NIH Concerns over Foreign Influence



NIH Concerns



- Based on information in publications that was not disclosed to NIH, 70 institutions received letters from NIH asking about potentially undisclosed:
 - o Foreign components / collaboration
 - o Other Support
 - o Foreign affiliations
- At least 12 institutions have been referred to NIH's OIG

Foreign Component: NIH's Definition



Foreign Component

- "The performance of any significant scientific element or segment of a project outside of the United States either by the recipient or by a researcher employed by a foreign organization, whether or not grant funds are expended."
- NIH must approve foreign components in advance.

Foreign Component: NIH's Definition



Activities performed outside the U.S. that meet this definition include:

- The involvement of human subjects or animals
- Extensive foreign travel for the purpose of data collection, surveying, sampling, and similar activities (but not for consultation purposes)
- Any activity that may impact U.S. foreign policy through involvement in affairs or environment of foreign country

Foreign Component: NIH's Definition



Examples of activities outside the U.S. that NIH says <u>might</u> meet their definition include:

- Collaborations with investigators at a foreign site anticipated to result in co-authorship
- Use of facilities or instrumentation at a foreign site
- Receipt of financial support or resources from a foreign entity

How to comply (as of today)?



Foreign Component:

- Pre-Award: Answer "Yes" to Question 6 (Does this project involve activities outside of the United States or partnerships with international collaborators?) on the Other Project Information form; provide a "Foreign Justification" attachment in Field 12, Other Attachments.
- **Post-Award:** Use "Request Action/Modification" activity in eRPM to initiate ORSP submission of prior approval request; attach "Foreign Justification." Include in Item G.9 (Foreign Component) of annual or final RPPR.

Other Support: NIH's Definition



Other Support

- "All financial resources (Federal, non-Federal, commercial or institutional) available in direct support of an individual's research endeavors, including but not limited to research grants, cooperative agreements, contracts, and/or institutional grants/awards. Training awards, prizes, or gifts need not be included."
- Other Support must be reported prior to award
- Changes to Other Support must be reported annually

How to comply (as of today)?



Other Support from a Foreign Entity:

- Pre-Award: Include in Other Support form as part of response to "Just-In-Time" request.
- Post-Award: Include in updated Other Support in Item D.2.c of the Research Performance Progress Report (aka RPPR)

Foreign Affiliations: NIH "Requirements"



Foreign Affiliations / Relevant Positions

- Faculty must include in their Bio Sketch all relevant positions they've held
- NIH is suggesting any foreign affiliation should be disclosed as "relevant"

How to comply (as of today)?



Foreign Affiliation

- Pre-Award: Include in list of Positions Held in Biosketch
- Post-Award: Awaiting guidance from NIH

What Else Can You Do?



 Talk with faculty about NIH's definitions, and prior approval and reporting requirements, for:

	Disclose Existing in Proposal?	Prior Approval Needed for New?	Disclose New in RPPR?
Foreign Component	Yes	Yes	Yes
Other Support	Yes	No	Yes
Foreign Affiliations	Yes	No	Yes

Watch for new NIH and U-M guidance soon

ORSP Update



Thank you!

Awardee Fun Facts – Terri Maxwell



1. Enjoys travelling in Europe with her husband.

2. Attends many live shows at The Ark and elsewhere.



4. Terri is a cat person, although she only has two.



Sponsored Programs Update

Research Administrators' Network

Debbie Talley, Director, Finance-Sponsored Programs May 23, 2019



Audits



FY18 Single Audit

- Update on finding
- New process for journal entries
 - See updated FAQs here:

http://procurement.umich.edu/strategic-supplier-program-and-federal-sponsored-projects

FY19 Single Audit

Testing



Personnel



Hybrid Staff Move

 Office of Contract Administration staff now reporting to Pete Gerard in Finance-Sponsored Programs

New Hires (as of May 13, 2019)

- 5 accountants
- 3 interns



Sponsored Programs Update



Thank you!

Awardee Fun Facts – Chuck Woolley



1. Has worked in the Center for Ergonomics at U-M for 38 years and looks forward to retiring soon.

2. Chuck has travelled to Kenya, Liberia, Haiti, and Costa Rica leading volunteer work through his church.



- 3. Likes to read both non-fiction and mysteries.
- 4. Enjoys gardening/landscaping as well as railroad history and model railroading.

Navigate Update Research Administrators' Network

David Mulder, Training Manager May 23, 2019





Upcoming Sessions

Lunch & Learn

- June 18, 2019: Demystifying Data Use Agreements: Basics of Data and DUAs for Research Projects with ORSP Managing Project Representative, Patrick Woods
 - In-Person Session is Full 2 Waitlist Spots Still Available
 - Simulcast Attendance Still Available
- Fall 2019: NIH Overview
- Fall 2019: NSF Overview







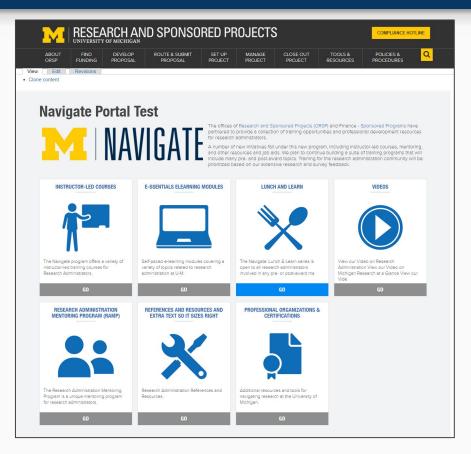
Courses Under Development:

- Advanced Tasks (Large & Complex Projects)
- Reporting & BusinessObjects for RAs





New & Improved Navigate Site Coming Soon!





For Additional Information:

• Email: <u>navigate-research@umich.edu</u>

Go to: <u>orsp.umich.edu/navigate</u>





Professional Societies Updates

Research Administrators' Network

David Mulder, Training Manager May 23, 2019



NCURA Update



National Council of University Research Administrators:

- 61st Annual Meeting August 4-7, 2019 in Washington, DC.
 - Registration Deadline Friday, July 26, 2019
 - Four days of workshops at the meeting, with additional Pre- and Post-Conference
 Workshops Available

https://www.ncura.edu/annualmeeting/Home.aspx





NCURA Update



National Council of University Research Administrators:

- Three Travelling Workshops September 4-6, 2019 in Chicago, IL.
 - Financial Research Administration
 - Level I: Fundamentals of Sponsored Project Administration
 - Level II: Sponsored Project Administration
 - Registration Deadline August 30, 2019.

https://www.ncura.edu/travelingworkshops/UpcomingWorkshops.aspx



SRAI Update





SRAANNUALMEETING.ORG/2019

SRAI Update





SRA MICHIGAN CHAPTER 2019 MEETING

Early
Registration
Closes 5/28!

MACKINAC ISLAND, MICHIGAN GRAND HOTEL JUNE 10-11, 2019







Contact Us!

msragroup@gmail.com

SRAI Update





Contact Us!

msragroup@gmail.com

Announcements!

- Michigan Chapter Conference, Mackinac Island, June 10-June 11
 - Pre-Conference Registration Closes on May 28th!
 - Full conference program is finalized check our website!

- Want to get involved with the Michigan Chapter of SRAI?
 - Ruth Halsey, President, halseyr@umich.edu
 - Melissa Karby, President-Elect, <u>mkarby@umich.edu</u>
 - Cathy Seay-Ostrowski, Immediate Past-President, cathyso@umich.edu
 - Pat Turnbull, Secretary, <u>pawatson@umich.edu</u>
 - Nicholas Prieur, Treasurer, nprieur@umich.edu

NORDP Update



National Organization of Research Development Professionals:

- Save the Date! NORDP 2020 May 17-20, 2020, San Antonio, TX
 - More information to come!

www.nordp.org/conferences





NORDP Update



National Organization of Research Development Professionals:

- 2019 NORDP Great Lakes Regional Meeting October 21, 2019, Ann Arbor, MI
 - There will be a \$60 registration fee, but you do not need to be a NORDP member to attend.
 - Registration will open in July 2019.
 - Request for Proposals is open; proposals due **June 17, 2019**.
 - Questions? Contact <u>NORDP2019-GL@umich.edu</u>.

https://nordpgreatlakes.splashthat.com/





Professional Societies Update



Thank you!

ITS Update

Research Administrators' Network

Cathy Handyside, Assistant Director of eResearch Administration Systems May 23, 2019



System Updates



Completed

eRPM - May 6, 2019

Upcoming

• eRPM - July 22, 2019

May Update - Completed May 6



Award Enhancements - Quick Wins

- Additional Award email notifications updated with list of email recipients
- Updates to the Award Unit Tab to allow Unit-entered terms

Compliance Changes

- Changes related to Biosafety questions on PAF and UFA
- New question for use of controlled substances
- New question for need for enhanced IT security
- Update to existing Export Controls question

Coming July 22, 2019



New UFA Agreement Type for System Security Plans

Award Enhancements - Quick Wins

PAF Changes to support new Deadline Policy

Award Enhancements - Quick Wins



Changes to Awarded PAFs

- Add new workspace message
 - "This PAF is awarded and is for reference only. All comments and transactions should occur on the AWD record."
- Move the Related Award higher on the PAF workspace
- Remove the Post A Comment Activity
- Give all award project personnel view access to the PAF

Award & Mod - Add Department Contacts to Post a Comment

PAF Changes to support Deadline Policy



New question to identify whether you are routing a proposal for external funding, a funding agreement, or both.

A COLUMN A WAR A WAR A COLUMN	
1.2 Select one of the following: * This PAF is for a proposal.	Please id
This PAF is for a funding agreement that is ready for review.	agreemer
This PAF includes BOTH a proposal and a funding agreement ready for review.	Please no industry s

HELP

Please identify whether you are routing a proposal for external funding, a funding agreement that ORSP must negotiate, or both.

Please note: The third option is rare (e.g., industry sponsors).

PAF Changes to support Deadline Policy



Revised Section 6 to include:

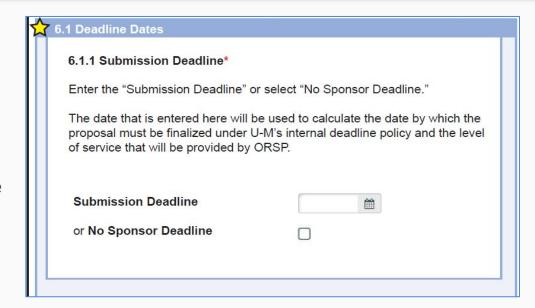
- Capture of Submission Deadline
- New option to indicate Prime Sponsor Deadline
- Calculation of ORSP Deadlines for Full and Limited Review
- New options on Proposal Submission Methods
- New option to indicate Target Date
- Enhanced Instructions for ORSP

PAF Changes - Section 6 (Proposals)



If proposal indicated in question 1.2

- Capture of Submission Deadline
 - This date should reflect the date the proposal needs to leave U-M
 - This is the date that will be used to calculate the ORSP Deadline



PAF Changes - Section 6 (Proposals)



If proposal indicated in question 1.2

New option to indicate Prime Sponsor Deadline



PAF Changes - Section 6 (Proposals)



If proposal indicated in question 1.2

Calculation of ORSP
 Deadlines for Full and
 Limited Review

ubmission Deadlines (read-only)	
Prime Sponsor Deadline:	6/1/2019
Submission Deadline:	5/24/2019
ORSP Deadlines Full Review - received by ORSP before 5pm on: Limited Review - received by ORSP before 9am on:	5/20/2019 5/23/2019
School/College Deadline: Dept/Unit Deadline: Target Date:	

PAF Changes - Section 6



New option to indicate desired Target Date

- Can be used when routing a proposal or a funding agreement
- Target Date is optional
 - If entered, explanation is required

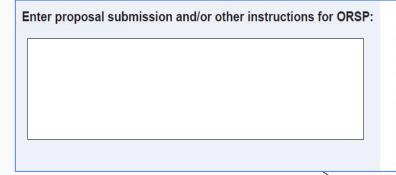
#			
Explanation:*	3.		
explanation:	0.		

PAF Changes - Section 6



Instructions for ORSP

 Enhanced help guidance for proposals and funding agreements



Enter any information ORSP may need to process this PAF, including:

- 1. Detailed instructions to ORSP for submission of the proposal, part(s) of the proposal, and/or tangible materials (e.g., proposal hardcopies, flash drives).
- 2. Delivery/routing contact & contact information (address, fax number, email, etc.).
- 3. Whether ORSP Signature is required and on which documents/pages
- 4. Whether an institutional (cover) letter is required

Specify whenever these notes are award related and not related to final proposal submission to sponsor. For more information, see (ORSP link TBD).

PAF Changes - Section 6



Instructions for ORSP

 Enhanced help guidance for proposals and funding agreements



When routing an agreement for negotiation, please provide the following, as applicable:

- 1. Whether ORSP should provide the agreement. If an agreement is attached, please indicate who provided it.
- 2. Whether there are any requested contract terms (e.g. fixed fee or cost reimbursement).
- 3. Whether the sponsor has already agreed to fund this project or agreed to any associated terms (e.g., a payment schedule).
- 4. Whether this project will involve the exchange of confidential information.
- 5. Whether U-M will be disclosing, or receiving from the sponsor, any confidential information. If yes, provide a non-confidential description of the information to be disclosed and its intended use (e.g., a research topic sentence).
- 6. Whether it is likely that intellectual property will be created by U-M during this project.
- 7. Whether publication is anticipated as a result of this funding

ITS Update



Thank you!





*As conveyed by Bryce Pilz, Director of Licensing in the Office of Technology Transfer

- Greeting colleagues with "Happy ...day" (Monday, Tuesday, Wednesday, Thursday, Friday).
- 2. Jessica was in the process of negotiating regulatory questions around data, huddled around a spotty conference phone in a hotel lobby. She maintained a positive attitude and smile throughout, and completed the agreement.
- New award in her name to honor those whose relentless positivity impacts the University.

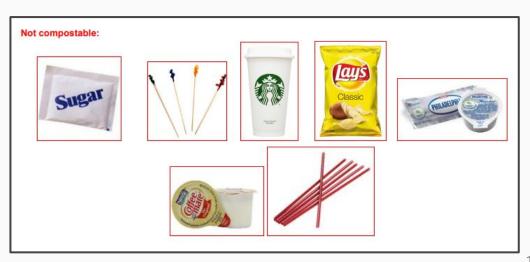


Reminder – Zero Waste Event









Closing Remarks



- Thanks to the RAAC Communications Subcommittee!
- Ideas for a future meeting? ran-plans@umich.edu
- Next RAN meeting:
 - October 15, 2019
 - o 2:00 4:00 pm
 - Michigan League Ballroom