December 10, 2013

- Expansion of electronic Conflict of Interest system (eCOI)
    - Charlotte Talman
    - Martha Hedberg
- Updates from DSP
    - Staffing changes
    - Process Updates
    - KNODE Implementation
- Updates from GAO
    - Staffing changes
    - A133 FY13 audit
    - ePost and Effort Reporting State Audit
    - Close out Lean Event
- Changes to Payment Management System Subaccounts (NIH notice NOT-OD-13-120)
- EFR – Grant Reports – new features

Conflict of Interest in Research

Charlotte Talman
Conflict of Interest in Research Office

Annual Disclosure

- Online disclosure form eCOI electronic Conflict of Interest
- Disclosure period Feb 3 – April 30, 2014
- Integrated with UI Routing Form and Hawk IRB Application

Key Personnel on Routing Forms

- PI - individual who leads the project, assuming responsibility for the project's fiscal management and/or academic progress

- Co-investigator(s) - individual(s) who collaborate with the PI(s) in the development or execution of the project, contributing a *measurable* effort to advance the project goals, whether the project budget includes salary for the individual or not

- Other Key Personnel - individual(s) who have the authority to make independent decisions about the direction of the research and the subsequent conclusions about the results. Also includes individuals who are likely to be authors on manuscripts or to present research findings at national conferences. **Does not include** administrative personnel or individuals who perform routine, pre-defined, or incidental tasks related to the project

Annual Disclosure

Consolidated disclosure form that satisfies requirements of the following offices:

- Conflict of Interest in Research Office
- UI Health Care Joint Office on Compliance
- Continuing Medical Education Office
- New for 2014:
  - Office of the Provost
  - University Human Resources

Annual Disclosure of External Activities & "Other Personal Considerations"

- Office of the Provost
  - Faculty ≥ 50% appointment
  - Includes administrators with faculty appointments
- UI Human Resources
  - P&S Staff
    - Pay Level ≥ 7
    - Appointment ≥ 50%

Conflict of Interest in the Workplace and Conflict of Commitment

- Conflict of Interest in the Workplace
  - Teaching a course in which a member of your family is enrolled
  - Assigning duties or offering employment (to your student) related to your outside professional activities
  - Accepting non-UI duties requiring use of University resources

- Conflict of Commitment (Effort)
  - Engaging in an outside activity that interferes or appears to interfere with your UI obligations

REVIEW

COIR Process for Subrecipients under PHS Applications

Research Administrator Meeting

Dec 2013

Martha Hedberg, COIR Office

Prior to Application/Proposal Routing and Submission

- Federal regulation requirement
- Applies to subrecipient sites
- Applies to all applications
- DSP cannot submit UI application

Subaward Conflict of Interest Forms

All forms can be found at http://dsp.research.uiowa.edu/subawards-university-iowa

FDP Clearinghouse

http://sites.nationalacademies.org/PGA/fdp/PGA_070596

Subrecipients following UI FCOI policy

- On FDP Clearinghouse – NO
- Certifies that they have a compliant policy of their own on Form B – NO
- Email Form B to martha-hedberg@uiowa.edu or charlotte-talman@uiowa.edu

What if:

The subrecipient does not respond prior to UI application submission?

I completed the Form A/B for a subrecipient for one project. Do I need to complete the Form A/B for the same subrecipient for a different project?

We received a disclosure from our subrecipient last year. Do we need to do this again?

Conference Call Forums?

Questions

UI Conflict of Interest in Research Office

384-4256

Charlotte-Talman@uiowa.edu

Martha-Hedberg@uiowa.edu

Division of Sponsored Programs

335-2123 (Wendy Beaver)

dsp-contracts@uiowa.edu

DSP Updates

Research Administrators Meeting

December 10, 2013

DSP Updates

Announcements

- Staff changes
- Research and Innovation Awards

DSP Updates and Reminders – Lynn Hudachek

KNODE – Nate Cook

Research and Innovation Awards Call for Nominations

Faculty awards:

- Scholar of the Year
- Early Career Scholar of the Year
- Leadership in Research
- Distinguished Achievement in Publicly Engaged Research
- Creative Distinguished Achievement in Research
- Faculty Startup of the Year

Staff awards:

- Distinguished Research Administrator
- Distinguished Research Professional

Student awards:

- Graduate Research Excellence
- Postdoctoral Scholar/Fellow Research Excellence
- Student Startup of the Year

Nomination Materials are Due Friday, January 24, 2014
http://research.uiowa.edu/awards

Announcing the retirement of Gina Crosheck

Please join the celebration and culmination of Gina's UI career spanning

February 16, 1981 – December 31, 2013

December 13, 2013

3 o'clock to 5 o'clock

Illinois Room 348, Iowa Memorial Union

Remarks at 4 o'clock

DSP Process Reminders

- Routing Forms and complete applications should reach the Division of Sponsored Programs (DSP) for review **at least five working days in advance of the sponsor's submission deadline**. DSP doesn't have the authority to grant internal deadline extensions. http://dsp.research.uiowa.edu/ui-routing-policy-procedure

DSP Process Reminders

- LOIs and pre-applications must be routed through DSP **if the sponsor requires an authorized signature and/or a budget**. If you are uncertain please call DSP.

- Cost share & F&A reduction requests should be routed through **DSP** (NOT the OVPR&ED) at least 2 weeks in advance of the deadline.

DSP Process Reminders

- When contacting DSP about a grant or agreement please provide the PI's name and a reference such as: a project title, seq # G/P#, Routing Form #, sponsor.

- **All** faculty with measurable effort must be listed on the UI Routing Form as a PI or Co-I.

Cayuse Reminders

- Program Announcements in Cayuse – you may retrieve opportunities yourself by accessing the “Opportunities” tab and then the “Retrieve Opportunities” button at the top of the page.

- When “transforming” an application in Cayuse please check that all sections are still relevant and update contact information on the SF424 cover page.

NIH Updates

- NIH RPPR:
  - NIH Requires Use of Research Performance Progress Report (RPPR) for All Multi-Year Funded Awards (NOT-OD-14-026) .
  - UI is currently participating in the NIH Phase II Pilot to test the RPPR module for the remaining award mechanisms that, due to the need for a detailed annual budget, haven't yet transitioned – i.e., the D, P, T, U, and other awards that currently report on paper. We encourage UI investigators to participate and give feedback.

NIH Updates

- NIH Reminds Applicants to Use Updated Electronic Application Forms (FORMS-C) for F, K, T and D Submissions with Due Dates on/after January 25, 2014 (NOT-OD-14-027)

NSF Updates

- NSF grant proposal guide (gpg) is being updated to reflect clarifications to the current guide 13-001. The new gpg 14-001 (http://www.nsf.gov/publications/pub_summ.jsp?ods_key=gpg14001&org=NSF) will go into effect for proposals submitted or due after February 24, 2014.

KNODE Search

What is KNODE?

- A tool to identify collaborators using a cloud knowledge base encompassing millions of academic researchers in the life sciences
- KNODE is not intended as an electronic CV, but rather a platform for research networking and profiling

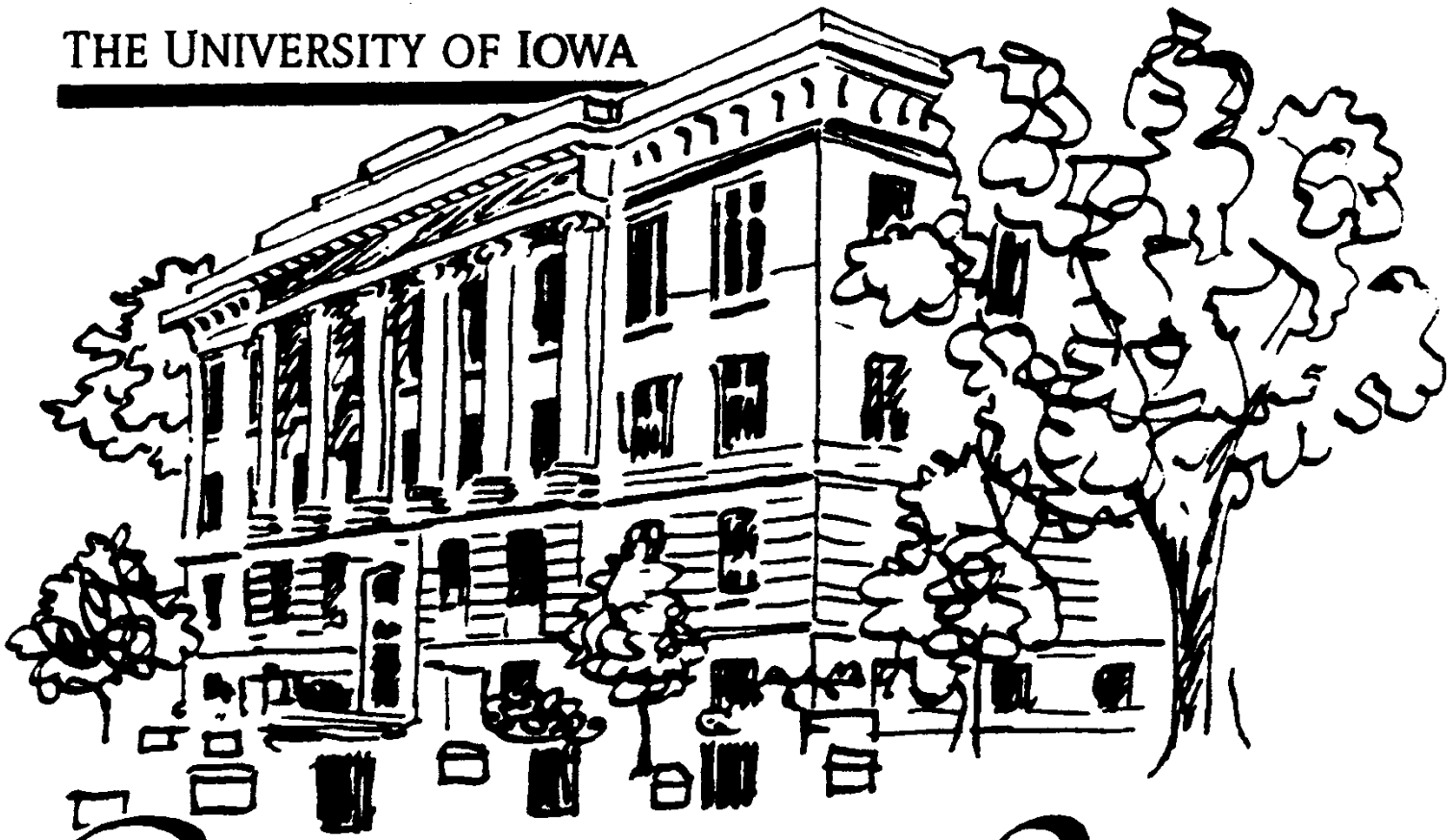
Why KNODE?

- Fast search across publications in PubMed since 1995, U.S. patents, clinical trials and NIH grants since 1985, with direct links to scientific content
- Researcher profiles are automatically generated from a variety of data sources, so researchers do not need to maintain their own profiles
- Researchers can also curate profiles to be robust and more accurate, if they wish

Using KNODE

- You can use KNODE without registering; however, to claim a researcher profile you'll need to register for Iowa's KNODE portal
- https://search.knodeinc.com/uiowa/ Links posted on DSP site, Hardin Library's site, announcements on Grant Bulletin & Research Portal

THE UNIVERSITY OF IOWA



DIVISION OF

Sponsored Programs

December 10, 2013

Research Administrator Meeting

Agenda

- Expansion of electronic Conflict of Interest system (eCOI) – Charlotte Talman & Martha Hedberg
- Updates from DSP
  - Staffing changes
  - Process Updates
  - KNODE Implementation
- Updates from GAO
  - Staffing changes
  - A133 FY13 audit
  - ePost and Effort Reporting State Audit
  - Close out Lean Event
- Changes to Payment Management System Subaccounts (NIH notice **NOT-OD-13-120**)
- EFR – Grant Reports – new features

GAO Announcements

- Staff Announcements:
  - Melissa Allen named Interim Assistant Director, Other Federal Team, May 2013
  - Will Perry promoted to Senior Accountant, Other Federal Team, June 2013
  - Sherry Roe promoted to Accountant, Other Fed Team, July 2013
  - Scott Kallaus named Interim Assistant Director, DHHS team, August 2013
  - Sue Holtkamp named Assistant Director, Training & Process Improvement Team, August 2013
  - Drew Aude hired as Accountant, DHHS Team, August 2013
  - Paula Barber hired as Grant Billing Specialist, Billing Team, September 2013
  - Bamidele Alarape hired as Office Coordinator & Grant Assistant, October 2013

GAO Announcements

- Annual A-133 Audit-FY13 Single Audit
  - Work will begin early 2014
- ePost and Effort Reporting State Audit
- GAO Lean Event – Grant Closeout

Changes to Payment Management System Subaccounts

Notice of transition of all new and continuing awards from NIH (released on 9/3/13):
http://grants.nih.gov/grants/guide/notice-files/NOT-OD-13-112.html

- Transition of all new and continuing awards to PMS subaccounts
  - New and competing continuations (Types 1, 2, 4, 6, 7, and 9)
  - Non-competing continuations (Types 5 and 8)
    - Will be issued as Type 4 awards (internal technical process)
      - Original competitive segment will be separated into two shorter "competitive segments"
        - Project period end date will be changed to the budget period end date
        - Revised Notice of Award will not be issued for the first "competitive segment"
        - FFR will be required for the first "competitive segment" (so we will need to flip account)
  - Competitive revisions/supplements (Type 3) will be issued under parent account
- Carryover Funds
  - Carryover authority listed in Notice of Award will not change
    - For awards with carryover authority, unobligated balances will transfer automatically
    - For awards without carryover authority, unobligated balances will transfer automatically but prior approval requests are still required
  - FFR must be filed before carryover funds are available for drawdown
- PMS will hold payment requests for funds in subaccounts for awards that are 90 days or more beyond the project period end date
  - GMS approval required to process payment request

Changes to Payment Management System Subaccounts

Notice revising timeline of implementation of transition from NIH (released on 9/26/13): http://grants.nih.gov/grants/guide/notice-files/NOT-OD-13-120.html

- Transition of awards with new document numbers (new and competing continuations) starting in FY14 (no change)
- Transition of non-competing continuation awards starting in FY15 (change – delayed one year)
- Competitive revisions/supplements will be issued in the same account as the parent award starting in FY14 and FY15 (no change)

Changes to Payment Management System Subaccounts

Notice from AHRQ following suit with NIH – same timeline and process (released on 11/5/13):
http://grants.nih.gov/grants/guide/notice-files/NOT-HS-14-002.html

NIH FAQ's regarding transition (including new Notice of Award format):
http://grants.nih.gov/grants/payment/faqs.htm

Example of award transition:
http://grants.nih.gov/grants/foreign/Change_Pooled_Accts_Subaccts_Domestic_Awards_FY15.pdf

EFR – Grant Reports – new features

- New button for RA Management Report
- Expand salary, wage & fringe to see employee name
- New tab for Payroll Summary

http://epost-test.its.uiowa.edu:8080/epost/GrantSearch.action?&wid=6862918