

April 24 2015

- DSP Announcements
- NIH Biosketch
- eRA update
- Uniform Guidance - Subawards
- GAO Announcements
- New Research Admin Training Module
- Uniform Guidance – Update on Costing Issues
- Temporary Benefits – Affordable Care Act
- Improvement to Award Close Out Process
 - Rollout of Universal Closeout Workbook



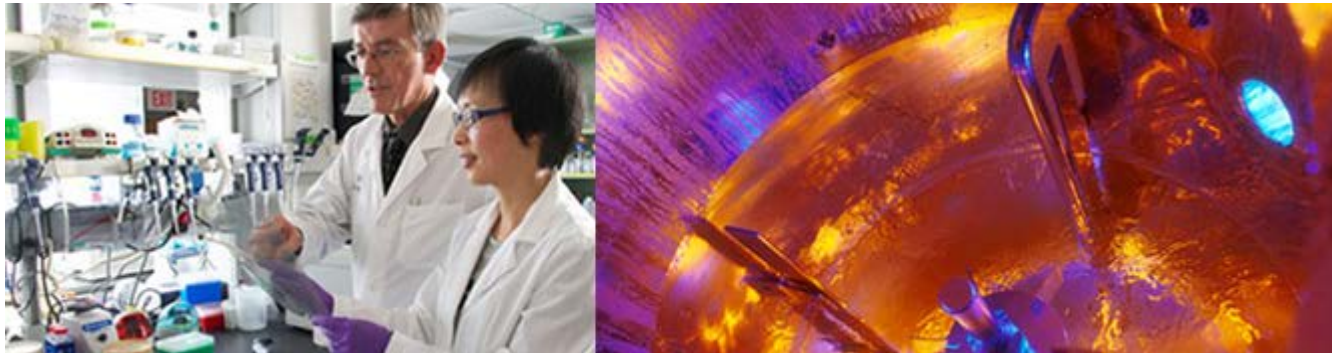
Sponsored Programs Updates

RAM

April 24, 2015

Collaboration Website

<http://dsp.research.uiowa.edu/collaboration>



Scopus



Grantsmanship and Research Administration: Team Science Perspectives

Holly Falk-Krzesinski

Thursday, May 21

2:30-4:00pm



Enhanced Compliance Review

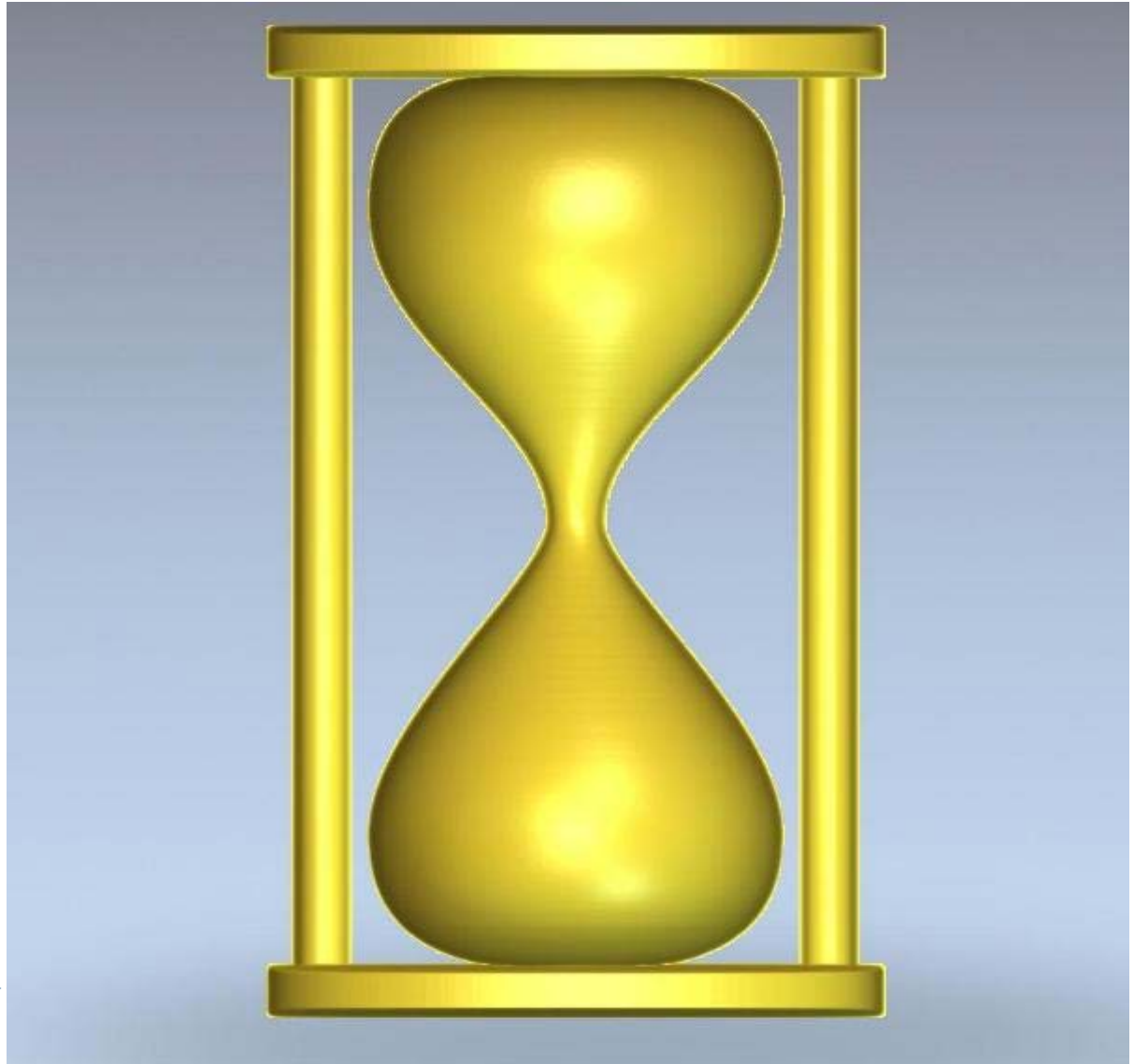


- ▶ NIH Policy on Application Compliance
(NOT-OD-15-095) National Institutes of Health
- ▶ NSF automated proposal submission compliance checks
<https://www.fastlane.nsf.gov/fastlane.jsp;jsessionid=2e091f62699970bb425c0b87a460:Dqk3?t=0&idx=4>



DSP Routing Deadlines

<http://dsp.research.uiowa.edu/ui-routing-policy-procedure>



New Biosketch format

- ▶ Reminder: NIH and AHRQ Biosketch Requirements for Due Dates On or After May 25, 2015

[NOT-OD-15-085](#) National Institutes of Health



NIH Biographical Sketch The New Format

Oliva Smith
Division of Sponsored Program
April 24, 2015

New Format NIH & AHRQ BioSketch

- Required on/after May 25, 2015
- Applies to all programs: research, training, fellowship, cooperative agreement
- Applies to all types of applications: new, revision, resubmission, renewal, progress reports.
- SF424 (R&R) App. Guides & Instructions
<http://www.grants.nih.gov/grants/funding/424/index.htm#inst>

Old Format

- 4 page limit
- Personal Statement
- Positions & Honors
- Select Publications, Patents (15)
- Research Support

New BioSketch Format

- 5 page limit
- Personal Statement + 4 refs* if relevant
- Position & Honors
- **Contributions to Science** (5 max) + up to 4 refs* for each.
- Research Support

* Include **PMCID#** (NIH funds, peer-reviewed, journal)

Contributions to Science

For each contribution (maximum of 5) include:

- Background to frame the scientific problem
- Central finding -- its influence on the progress of science or its application to health or technology
- Applicant's specific role in the described work
- Relevant citations to peer-reviewed publications* or other products, (4 per contribution); need not be an author, but explain how paper builds on your work. **Requires PMCID for papers w. NIH funds.*
- No more than half a page per contribution [text + figures + citations].

Provide URL to full list of published work as found in a publicly available digital database such as NCBI-My Bibliography or Google Scholar. This is optional at this time.

FAQ# 17 http://grants.nih.gov/grants/policy/faq_biosketches.htm#4503

New BioSketch Format: What is Different

File Edit View Window Help

At least one signature has problems.

Bookmarks

- BIOGRAPHICAL SKETCH
- A. PERSONAL STATEMENT
- B. POSITIONS AND HONORS
 - Positions and Employment
 - Other Experience and Professional Memberships
- Honors
- C. Contribution to Science
- D. RESEARCH SUPPORT

BIOGRAPHICAL SKETCH

Provide the following information for the Senior/key personnel and other significant contributors.

Follow this format for each person. DO NOT EXCEED FIVE PAGES.

NAME: Smith, Oliva

eRA COMMONS USER NAME (agency login):

POSITION TITLE:

EDUCATION/TRAINING (Begin with baccalaureate or other initial professional education, such as nursing, include postdoctoral training and residency training if applicable.)

INSTITUTION AND LOCATION	DEGREE (if applicable)	Completion Date MM/YYYY	FIELD OF STUDY

A. PERSONAL STATEMENT

Briefly describe why you are suited for your role in the project described in your application. Optional: You may identify up to four peer reviewed publications that specifically highlight your experience and qualifications for this project.

B. POSITIONS AND HONORS

Positions and Employment

Other Experience and Professional Memberships

Honors

C. Contribution to Science

1. The Contribution to Science section in the new NIH Biographical sketch replaces the former section Selected Peer-Reviewed Publications, and it aims to give researchers a place where they can describe five of their most significant contributions to science. Each contribution entry has two parts: a description and relevant references of up to four peer-reviewed publications. To enter a description, click "edit" (A). According to NIH guidelines, each description should include: the historical background that frames the scientific problem; the central findings; the influence of the findings on the progress of science or the application of those findings to health or technology; and your specific role. To add relevant citations from My Bibliography f be displayed.

D. RESEARCH SUPPORT

Replaces
"Selected
Peer Reviewed
Publications"

New

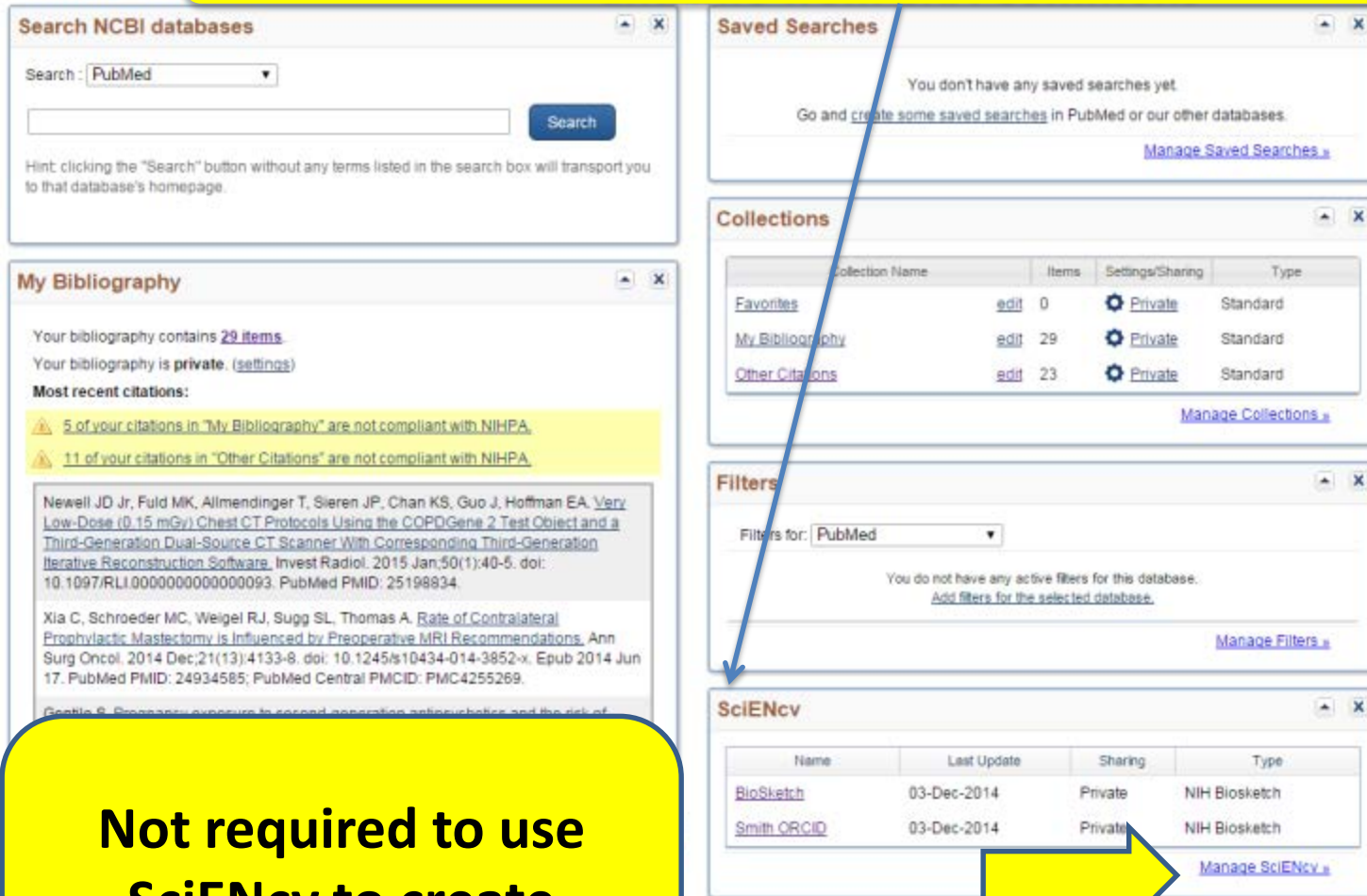
Include url to list of all publications

Sample biosketches:

<http://www.grants.nih.gov/grants/funding/424/index.htm#biosketch>

SciENcv = BioSketch tool

SciENcv is linked to publication citations in MyBibliography and info from eRA Commons



Search NCBI databases

Search:

Hint: clicking the "Search" button without any terms listed in the search box will transport you to that database's homepage.

My Bibliography

Your bibliography contains [29 items](#).
Your bibliography is **private**. ([settings](#))

Most recent citations:

- ⚠️ 5 of your citations in "My Bibliography" are not compliant with NIHPA.
- ⚠️ 11 of your citations in "Other Citations" are not compliant with NIHPA.

Newell JD Jr, Fuld MK, Allmendinger T, Sieren JP, Chan KS, Guo J, Hoffman EA. [Very Low-Dose \(0.15 mGy\) Chest CT Protocols Using the COPDGene 2 Test Object and a Third-Generation Dual-Source CT Scanner With Corresponding Third-Generation Iterative Reconstruction Software](#). Invest Radiol. 2015 Jan;50(1):40-5. doi: 10.1097/RLI.0000000000000093. PubMed PMID: 25198834.

Xia C, Schroeder MC, Weigel RJ, Sugg SL, Thomas A. [Rate of Contralateral Prophylactic Mastectomy Is Influenced by Preoperative MRI Recommendations](#). Ann Surg Oncol. 2014 Dec;21(13):4133-8. doi: 10.1245/s10434-014-3852-x. Epub 2014 Jun 17. PubMed PMID: 24934585; PubMed Central PMCID: PMC4255269.

Gentile S. [Pregnancy exposure to second-generation antipsychotics and the risk of](#)

Saved Searches

You don't have any saved searches yet.
Go and [create some saved searches](#) in PubMed or our other databases.
[Manage Saved Searches »](#)

Collections

Collection Name	Items	Settings/Sharing	Type
Favorites	edit 0	Private	Standard
My Bibliography	edit 29	Private	Standard
Other Citations	edit 23	Private	Standard

[Manage Collections »](#)

Filters

Filters for:

You do not have any active filters for this database.
[Add filters for the selected database.](#)
[Manage Filters »](#)

SciENcv

Name	Last Update	Sharing	Type
BioSketch	03-Dec-2014	Private	NIH Biosketch
Smith ORCID	03-Dec-2014	Private	NIH Biosketch

[Manage SciENcv »](#)

**Not required to use
SciENcv to create
BioSketches.**

SciENcv Help <http://www.ncbi.nlm.nih.gov/sciencv/>
duckduckgo.com or *google.com* sciencv help



SciENcv: Science Experts Network Curriculum Vitae

A researcher profile system for all individuals who apply for, receive or are associated with research investments from federal agencies. SciENcv is available in My NCBI.

About SciENcv

[Background Information](#)

[SciENcv FAQs](#)

[SciENcv YouTube video tutorial](#)

[Provide Feedback](#)

Interfacing with SciENcv

[SciENcv Data Documentation](#)

[SciENcv Data Schemas](#)

SciENcv is easy to use!
click here to try

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You are here: MyNCBI > SciENcv > SciENcv: Science Experts Network Curriculum Vitae

[Write to the Help Desk](#)

GETTING STARTED

[NCBI Education](#)
[NCBI Help Manual](#)
[NCBI Handbook](#)
[Training & Tutorials](#)

RESOURCES

[Chemicals & Bioassays](#)
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[Genes & Expression](#)
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[GenBank](#)
[Reference Sequences](#)
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[Map Viewer](#)
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How is New Format Enforced?

eRA Systems will validate:

- BioSketch attached for each & every Sr/Key person listed on the application.
 - is 5 pages or fewer
 - is in PDF format
- Other aspects of biosketch compliance are checked post-submission, manually.

Thank you



OUTGOING SUBAWARDS UNDER THE UG



Angie Klein, GAO
Wendy Beaver, DSP

April 24, 2015
RAMS Meeting

Uniform Guidance Overview

Effective Dec. 26, 2014, 2 CFR 200 (replaces A-21, A-110, and A-133)

Does the UG apply to my federal grant?

NIH and NSF: UG applies to award notices dated 12/26/2014 or later that *provide funding*

ONR: If the award notice provides incremental funding for an existing award and the initial award was issued prior to 12/26/2014, the *UG does not apply*. If the award notice provides funding and does not meet the above existing award criteria, *the UG applies*.

Other federal agencies: If an award notice was issued on or after 12/26/2014, *the UG applies*

Subrecipient vs. Contractor

Resources:

- DSP Subaward website:
<http://dsp.research.uiowa.edu/subawards-university-iowa>
- FDP Checklist to Determine Subrecipient or Contractor Classification:
http://sites.nationalacademies.org/PGA/fdp/PGA_o55832

Determining the appropriate relationship at proposal stage is critical to ensure appropriate accounting for costs and compliance requirements. Misclassification may result in delays in proposal submission, subaward processing, inaccurate calculation of costs (e.g., failure to include or exclude F&A costs), and require additional time to request approval for project changes.

F&A on Subawards

Subrecipient's federally negotiated F&A rate must be used on subawards unless a lower rate for the project is published by the sponsor (e.g., NIH caps F&A for foreign subrecipients at 8%).

For subrecipients without a federally negotiated F&A rate, 10% MTDC F&A rate must be used

Fixed Price Subaward Requirements

Unless waived by federal agency, prior awarding agency approval is required

Fixed Price subawards are not allowed if there is mandatory cost sharing or match

Cannot exceed \$150,000 (simplified acquisition threshold)

Fixed price amount is negotiated using cost principles or other pricing information as a guide

Certificate of completion is now required at the end of Fixed Price subawards

Misc

No commingling of federal and non-federal funds (i.e., only 1 MFK per Preq)

Greater emphasis and additional monitoring requirements of subrecipients

Changes will be forthcoming to our UI audit questionnaires to reflect UG rather than A-133 requirements:

New Single Audit threshold is \$750,000 in federal financial assistance

Subaward Reporting Requirements Form

Required for all new subawards and amendments issued under federal grants subject to the Uniform Guidance

Interim reports are optional

Final Program/Progress and Invention reports will always be required

Recommended for all outgoing subawards

Attach the Subaward Reporting Requirements form to the Preq or Subaward Amendment Request form

Forms are on DSP Subaward web page: <http://dsp.research.uiowa.edu/subawards-university-iowa>

Subrecipient Monitoring

PI, Department and GAO all have monitoring obligations

PI receives progress reports – maintains documentation of review, document retention

PI confirms completion of work

PI and GAO approve invoices

PI or their delegate is currently responsible for reviewing invoices for consistency with the subaward budget, subawardee's performance of the work and compliance with the terms of the prime through the "Receipt" of a voucher

GAO is actively working with APPO/Purchasing to add this language to the AP-PO Receiving Email

GAO requests certificate of completion from subrecipient (for fixed price only)

Changes to UI Subaward Format

FDP Subaward Templates use new UG terminology

- *Pass-through Entity* is used instead of Prime Recipient
- DUNS number is replaced with *Unique Entity Identifier*
- Central Contractor Registration (CCR) and Excluded Parties List System (EPLS) no longer exist as standalone systems; functionality is included in *System for Award Management (SAM)*

Attachment 4, Reporting Requirements

Attachment 6, UI specific terms

References

DSP Subaward Website

<http://dsp.research.uiowa.edu/subawards-university-iowa>

Link from the Grant Accounting Website

<http://gao.fo.uiowa.edu/subawards>

Process Flow Chart

Roles & Responsibilities

Subaward Forms

UI Outgoing UG Subaward Quick Guide

Contact Information

Contact Wendy or Angie with questions

Division of Sponsored Programs

Wendy Beaver, 335-2123, wendy-beaver@uiowa.edu

Grant Accounting Office

Angie Klein, 335-0080, angela-Klein@uiowa.edu

April 24, 2015

Research Administrator Meeting

Agenda

- DSP Announcements
- NIH Biosketch
- eRA update
- Uniform Guidance - Subawards
- GAO Announcements
- New Research Admin Training Module
- Uniform Guidance – Update on Costing Issues
- Temporary Benefits – Affordable Care Act
- Improvement to Award Close Out Process
 - Rollout of Universal Closeout Workbook

GAO Announcements

- Staff Announcements
 - Molly Weston promoted to Senior Accountant, Other Fed Team, February 2015
 - Brett Crouse hired as Accountant, Non Federal Team, March 2015
 - Kelly Neff hired as Accountant, Non Federal team, April 2015

<http://gao.fo.uiowa.edu/contact-us>

GAO Announcements

- Annual A-133 Audit FY14 Single Audit
 - Completed March 2015
 - Common questions
 - <http://auditor.iowa.gov/specials/1560-8990-Aooo.pdf>
 - Other audit activity

New Research Admin Training Series

- Include a series of modules covering topics specific to administration of grants/contracts
- Modules will be available on ICON, take about 10 to 20 minutes & will require a short quiz at completion
- Initial series will include Award Notice, Getting Started, Managing the Award & Closeout
- Award Notice will be ready for release soon!

Award Notice Objectives

This is the Award Notice module of the Research Administrator Training series.

The purpose of this training module is to:

- review the information we receive when the University receives an award from an external sponsor
- describe how the University processes the award to notify the PI and administrators
- help you understand what information you can find in the award documentation
- explain why the information in the award documentation is important

This module will cover the notification of receipt of an award, the University Award Activation Authorization Notice (also referred to as the AAAN), reviewing the award documentation and the award budget.

Uniform Guidance – Update on Costing Issues

Next steps:

Updating [Quick Reference Guide for Sponsored Project Expenditures](#)

Developing additional guidance for:

- Administrative and Clerical Salaries
- Computing Devices (under \$5000)

to include documentation requirements, approval process (or not), and monitoring

REMINDER: Continue to refer to [Developing Proposal Budget Under the New Uniform Guidance](#) & include ***appropriate*** costs in the budget or budget justification

Temporary Employee Health Benefit Charges – Affordable Care Act

Effective January 1, 2015, some temporary employees became eligible to receive health insurance:

- Averaged > 30 hr/week during prior yr
- If employed during next calendar yr
- Costs charged directly to employing Dept until employee is terminated

Are allowable on sponsored projects, unless specifically prohibited by sponsor/award, but must be allocated appropriately

Temporary Employee Health Benefit Charges – Affordable Care Act

New institutional account, 5981-AffordCareAct Ben-dept funded, was established to identify these costs

See [Temporary Staff Health Benefit Charges – ACA](#) for procedural information

Improvements to Award Close Out Process

- Effective May 1, 2015, GAO will begin using the Universal Closeout Workbook for closeout of all awards (with some exceptions...)
- Overview of the Closeout Process:
<http://gao.fo.uiowa.edu/managing-grants-contracts/closeout>
- Procedures for the Universal Closeout Workbook:
<http://gao.fo.uiowa.edu/universal-closeout-workbook>

Improvements to Award Close Out Process

Universal Closeout Workbook Informational Sessions:

- 5/5/2015 Tuesday 11:00 - 12:00 IMU Illinois
Room (Room # 348)
- 5/8/2015 Friday 10:00 - 11:00 2520D
UCC (Seminar Room)