IOWA

Research Administrator Meeting

Presented by Grant Accounting Office and Division of Sponsored Programs

May 13, 2021

Agenda

→ Meeting Logistics – Wendy Beaver

→ DSP Updates – Wendy Beaver

→ Gift or Sponsored Activity – Wendy Beaver

→ Foreign Influence – Wendy Beaver

→ NIH Other Support Requirements – Lynn Hudachek

→ sIRB Fees – Lynn Hudachek

→ Proposal Central – Lynn Hudachek

→ GAO Staff Updates – Maria Soliman

→ 30 & 60 Day Notices – Maria Soliman

→ Timely reports to Sponsors - Maria Soliman

→ Friendly reminders – Maria Soliman

DSP Staff Updates

→ Refer to the DSP [Staff Directory](#) for a list of current staff

→ Positions Available:

→ [DSP Sponsored Research Associate](#), Position # 123777

→ [DSP Contracts Reviewer](#), Position # 123774
  - Contact [Jessica Boyle](#) with questions

→ Will soon advertise for a Sponsored Research Coordinator
  - Contact [Lynn Hudachek](#) with questions

DSP Proposal Reminders

→ New Sponsor Systems
- DSP has seen an increase in new proposal/award/reporting systems from new sponsors and current sponsors adding new systems
- Several systems require configurations with a single login or elapsed time for a new account to be registered prior to access
- Please notify us as soon as possible if you are working in a new system

→ Pass-through Proposal Instructions
- Include specific instructions on the proposal routing form
- The DSPer reviewing your proposal may be different than the person with whom you communicated earlier
- Specific instructions help with the review process

F&A

- Refer to the [F&A website](#) for clarifications re studies that are subject to the Corporate/Industry Funded Clinical Trial (CFCT) 26% TDC F&A rate
  - Reminder: Non-interventional studies, including observational, registry and retrospective chart reviews, generally are not considered CFCTs for purposes of the University's F&A rate

- Contact [DSP](#) prior to submitting a budget to sponsors to confirm the appropriate F&A rate
- DSP recommends presenting a fully burdened budget to industry sponsors for other than federal pass-through funding

Gift or Sponsored Activity

→ [Gift or Sponsored Activity](#) web page includes criteria to distinguish between gifts/donations and sponsored project/activity funding

→ Gifts
   - UI Center for Advancement is the preferred channel for gifts/donations
   - No goods, services, deliverables, testing, data, materials, or intellectual property rights are offered or exchanged in consideration of the financial support

Gift or Sponsored Activity

→ Sponsored Activity
- Routed through the Division of Sponsored Programs (DSP)
- Government funding (direct and pass-through)
- Provision of goods, services, or deliverables
- Developing, co-developing, testing, or assessing a sponsor's product or services
- Provision of research results
- Sharing data, samples, or materials
- Offering intellectual property options or rights (e.g., licenses)
- Compliance with cost principles or accounting standards is required
- Funding is based on meeting performance requirements, project objectives, or outcomes
- Refer to the website for additional criteria
- Contact us in advance if you have questions

Foreign Influence

→ National Defense Authorization Act (NDAA) of 2021, Section 223
- Requires new disclosures of foreign relationships for institutions and researchers who receive federal research funds
- Agency implementation is in progress

→ DSP continues to see new sponsor requirements in funding announcements and award terms related to undue foreign influence

→ Pending legislation
- The Safeguarding American Innovation Act
  - Lowers HEA Sect. 117 foreign gift/contract reporting threshold from $250K to $50K
- Strategic Competition Act (S. 1169); Section 138
  - Requires Committee on Foreign Investment in the United States (CFIUS) review of foreign gifts/contracts involving critical technologies

International Engagement

→ [International Engagement](#) webpage

→ Links to sponsor disclosure requirements

→ Identify offices to assist with international collaborations related to research

→ Pertinent UI policies

→ Examples include Conflict of Interest in Research, Travel, IT and Data Security, Export Controls, Conflict of Commitment, and more

NIH Other Support & Biosketch Changes

- Updated biosketch and other support format pages and instructions for National Institutes of Health (NIH) are now available for use in applications, Just-in-Time (JIT) Reports, and Research Performance Progress Reports (RPPRs).

- Use of the new format pages is preferred immediately and *required* for due dates and submissions on or after January 25, 2022 (NOT-OD-21-110).

NIH Other Support

Other Support Format Page

- The format page has been re-organized to separate funded projects from in-kind contributions.

- Signature block added, for Program Director/Principal Investigator or Other Senior/Key Personnel to certify the accuracy of the information submitted. Each PD/PI or senior/key personnel must electronically sign their respective Other Support form as a PDF prior to submission.

- See The NIH Other Support pages for additional information (includes link to example other support page and FAQs)

NIH Other Support

Other Support Format Page

- NIH is finalizing the SciENcv template for Other Support and anticipates that the template will be available beginning in FY 2022. Until the SciENcv template is available, applicants and recipients are required to use the Word Format page to prepare Other Support information. The form must be converted to a PDF, and electronically signed prior to submission. This is an interim process, while NIH moves to the use of SciENcv templates for Other Support.

- Oliva Smith in DSP is a resource for SciENcv.

Immediate Notification of Undisclosed Other Support to NIH

If a PI or other Senior/Key Personnel on an active NIH grant failed to disclose Other Support information outside of Just-in-Time or the RPPR, as applicable, they must submit updated Other Support to the Division of Sponsored Programs (DSP) as soon as it becomes known by emailing nih@uiowa.edu.

DSP will then submit this information to the Grants Management Specialist named in the Notice of Award.

NIH Biosketch Changes

- Section B "Positions and Honors" has been renamed "Positions, Scientific Appointments, and Honors."
- For the non-Fellowship Biosketch, Section D. has been removed.
- For the Fellowship Biosketch, Section D has been updated to remove "Research Support."
- As applicable, all applicants may include details on ongoing and completed research projects from the past three years that they want to draw attention to within the personal statement, Section A.
- See NIH [biosketch](#) page for samples and FAQs

Single IRB (sIRB) fees in Proposals

→ New Single IRB of Record (sIRB) fees. Include these new fees in budget proposals for FY 2022 and beyond when a project will use the UI Iowa IRB as the sIRB. See: https://hso.research.uiowa.edu/irb-fees

→ Contact and work with the UI Human Subjects Office (319-335-6564; uirb-external@uiowa.edu) on plans for projects using sIRBs.

→ DSP will look for sIRB fees in the detailed budget & justification in project applications. Attach the sIRB fee memo to the UI Routing Form.

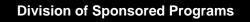# eRA Commons: All Sr/Key Personnel will be Required to get a Commons ID

→ Guide Notice [NOT-OD-21-109](NOT-OD-21-109)

- For due dates on or after January 25, 2022, NIH, AHRQ, FDA, and ORD/VA will require all individuals listed on the R&R Senior/Key Person Profile (Expanded) Form to have an eRA Commons username (Commons ID).

- This will facilitate better data collection as well as assist in disambiguating data on applications and facilitating the identification of conflicts of interest in peer review.

ProposalCentral

- An increasing number of private foundations are using ProposalCentral. PCentral requires input from PI's/Departments/DSP/GAO.

- Research Administrators will need to create their own accounts in ProposalCentral, particularly if they work with the American Heart Association, American Cancer Society, Simons Foundation, Neuroendocrine Tumor Research Foundation, Alzheimer's Association.

- Questions: Contact Tracy Titus or Mary Blackwood in DSP.

DSP Contact Information

- Help Desk Phone: 319-335-2123

- Email:
  - NIH@uiowa.edu – for NIH/PHS grant questions
  - era@uiowa.edu – Grant questions other than NIH/PHS
  - dsp-contracts@uiowa.edu – Contract questions
  - dsp@uiowa.edu – everything else!

GAO Staff Updates

→ Welcome
- **Chuck Weno** - Business Analyst - Systems, Reporting and Compliance Team

- **Roxy Sanchez** - Admin Services Coordinator - Admin Support Team

30-Day Budget Ending Notices

→ **Grant ending notification**

- 30 days prior to end date

- Budget end date (only) within 30 days

→ **Change**

- Will now be sent **60 days** prior to the budget end date

- Provides additional/advance reminder to submit annual reports

- Reminders: 30 days and 2 weeks prior to budget end date

60-Day Grant Ending Notices

→ **Grant ending notification**
- 60 days prior to end date
- Budget and project end date within 60 days

→ **Change**
- Will now be sent **90 days** prior to the budget and project end date
- Advantages:
  - Longer time to request extension if needed
  - Longer time to work on award close-out prior to end date
- Reminders: 60 days and 30 days prior to end date

Timely Reporting to Sponsors – Why is this Important

→ Allowability - Allocation of Costs

- Cost must be incurred during the <u>approved budget period</u>.

→ "Budget Period"

- now identifies **<u>start</u>** and end dates for the authority to spend funds

→ Subsequent Budget Periods

- "subsequent budget periods are subject to the availability of funds, program authority, satisfactory performance, and compliance with the terms and conditions of the Federal award"

Timely Reporting to Sponsors – Why is this Important

→ Avoid delays in issuing and extending subawards

→ Avoid delays in conducting research

→ Proposes additional risk to department

Friendly Reminders

→ Please complete your UCWs in a timely manner

→ Year end is almost here!
- Verify and review payroll
- Review open invoices for payement on clinical trials
- Review open POs and close if complete

IOWA