RA Forum
February 2009
Grants & Contracts

NIH/eRA Commons Update
eRA eSubmission Items of Interest

Tips for successful application submission

- Don’t wait until the last minute; leave enough time to address unforeseen issues.
- Read and follow all opportunity announcement and application guide instructions.
- Track your application all the way through to an assembled application image in eRA Commons – If you can’t view it, we can’t review it!
- Report to the eRA Commons Help Desk any issues (even if you are already working with Grants.gov) that threaten your ability to submit your application on time.

Reasons for following tips

- Grants.gov is currently investigating an issue that has caused some applicants to receive conflicting status notifications for their submissions. Grants.gov has described the symptoms as follows:
  1. An application will become stalled in the system
  2. Not being accepted the first time, the system will attempt to resubmit the application as many as ten times
     - In the best of cases, the application will be accepted the second time - meaning, the applicant will receive one rejection notice, then one acceptance email
     - In the worst of cases, an applicant might receive up to ten rejection emails before receiving an acceptance email
     - Confounding the worst case scenario, the emails might not be sent in an orderly manner - meaning that an applicant could receive seven rejection
The word on the street - Grants.gov is working hard to address this issue. In the meantime, here are some steps you should take if you receive a rejection notice regarding your submission:

- Carefully review your application to make certain there are no legitimate errors. An erroneous rejection notice looks just like a real one.
  - If you can’t identify a legitimate reason for the rejection notice, call the Grants.gov Contact Center for advice and to document your issue.
- Also notify the eRA Commons Help Desk if your issues threaten on-time submission.
- Keep your rejection and acceptance notices as further documentation of your submission.
- Use eRA Commons to track the status of your submission and to view your assembled application.
  - Look for and correct any errors identified by the eRA system.
  - If you submit your application again before the prior submission is pulled from Grants.gov and processed by the agency, there is no guarantee that your submissions will reach the agency in order.
  - Give each submission a chance to complete the submission process before retrying
  - Make sure your final application image properly reflects your most recent submission.
- Viewing your assembled application in Commons is the ONLY way to be certain it has properly reached NIH and is available for further consideration!

In addressing this Grants.gov issue/problem, the following process has been shared with your Department Administrator (DA):

- If Department realizes that the application was rejected and is not sure if the rejection is legitimate, or has an application where status is unknown after a considerable period of time (at their discretion), they should email their Grants and Contracts (G&C) Grant Analyst (GA) AND copy PDS_Support@aismail.wustl.edu

  NOTE: This ensures that both, AIS and G&C is aware of a potential issue/problem ASAP.

- The GA will report the issue to grants.gov
- The GA replies to DA’s email utilizing the “Reply to All” with history:
  a) giving case # and name of who we spoke to at grants.gov, outlining issue/problem and resolution
  --OR--
  b) giving case # and name of who we spoke to at grants.gov, outlining issue/problem and that it couldn’t be resolved (too technical) and why, and ask that PDS Support take the lead from this point
- The GA records the case # and who they spoke to in the PDS document comments.
- The DA is to contact the agency (e.g. eRA Commons) to obtain a trouble ticket case number.
  1) eRA may just close the ticket, but at least it will be reported to eRA and they will have record of that

Note: G&C was advised by NIH personnel to contact eRA in these situations.
NIH announced on January 16, 2009 that the Executive Level I salary cap has been increased to $196,700.

NIH continues to operate on a continuing resolution (CR) through March 6, 2009. When the final FY 2009 Appropriation is enacted, NIH will publish their annual NIH Guide Notice on the legislative mandates including additional information on the salary cap.

- Effective immediately you may start using the new salary cap amount ($196,170) in your PDS docs.
- Until the final FY 2009 Appropriation is enacted, the previous salary cap amount ($191,300) edit will remain in AIS for direct charging to grants.

For more information regarding the NIH salary cap, please refer to http://grants.nih.gov/grants/guide/notice-files/NOT-OD-09-037.html

NIH List Serves regarding Electronic Applications and the eRA Commons

- Visit http://era.nih.gov/about_era/get_connected.cfm to sign up for:
  - Listserv for updates on the NIH Electronic Submission program and eRA Commons
  - Subscribe to the NIH Extramural Nexus

- Also, visit http://grants.nih.gov/grants/guide/listserv.htm to sign up for the NIH Guide Table of Contents weekly updates.
Grants & Contracts Update

Foreign Subs on WU grants

- eSNAPs with foreign subcontracts.
- Foreign entities can use "000000000" for the DUNS if they do not have one.
- Foreign entities can use “00-000 as the congressional district.”
Grants and Contracts Allocation Template

- G&C is experiencing an increase in errors regarding the correct dept./div.# associated with allocations
- NEW" ->The “Allocate To” department must provide verification/approval for allocation requests
- Approval can be via email but must accompany the allocation request form when submitted to G&C
- By following this process, G&C will set up the allocation using the verified and hopefully the correct dept./div.#.
Obtaining Signature from Dean
Grant Applications

- DAs should email GA and cc: Barb Sapienza (Executive Assistant to Dean) re: proposal and due date.
- DAs are responsible for delivering proposal to dean for signature.
  - G&C suggests that all email correspondence associated with bullet #1 (see above) accompany the proposal
- G&C will review PDS document and/or hard copy while the aforementioned is in process.
- In order to expedite G&C’s review and approval, a copy of the page with the Dean’s signature needs to be provided to G&C.
  - A scanned version attached to an email is sufficient.

Clinical Trials.gov

ClinicalTrials.gov is a registry and results database of federally and privately supported clinical trials conducted in the United States and around the world. ClinicalTrials.gov gives you information about a trial's purpose, who may participate, locations, and phone numbers for more details. This information should be used in conjunction with advice from health care professionals. Read more.

Search for Clinical Trials
Find trials for a specific medical condition or other criteria in the ClinicalTrials.gov registry. ClinicalTrials.gov currently has 18,683 trials with locations in 141 countries.

Investigator Instructions
Get instructions for clinical trial investigators on how to register trials in ClinicalTrials.gov. Learn about mandatory registration and results reporting requirements and US Public Law 110-85 (FDAAA).

Background Information
Learn about clinical trials and how to use ClinicalTrials.gov, or access other consumer health information from the US National Institutes of Health.
New Courier Schedule

In December of 2007, NBC moved to its current location at 35 North Junius. Now time has passed since its current location, and as part of our move, NBC has provided a courier service to facilitate the movement of small documents between the various locations on campus. While the service has worked well, a review of the activity over the past 6 months has indicated that the demand for this service is not as high as we anticipated. It is not justifiable to continue providing this service at the current level.

Therefore, starting March 3, 2009, the courier service will be reduced from Monday through Friday to Tuesday only. In addition, the CSF and WBFH-based locations will be eliminated.

As a result of this change, the CSF’s Tower - Suite 402 location will be utilized for both "pick-up" and "drop-off" of documents.

Starting March 3, 2009, the following locations and schedule will be put into effect:

<table>
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<tr>
<th>Time</th>
<th>Location</th>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
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<tr>
<td>11:00 am</td>
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<td>No</td>
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<tr>
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<td>No</td>
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<td>No</td>
</tr>
<tr>
<td>1:00 pm</td>
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<td>No</td>
<td>Yes</td>
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<td>No</td>
</tr>
<tr>
<td>2:00 pm</td>
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<td>No</td>
<td>Yes</td>
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<td>No</td>
</tr>
<tr>
<td>3:00 pm</td>
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<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

We believe that this change in courier service may result in inconveniences regarding the movement of original documents between our offices and NBC. However, please share this information with your colleagues.

As we plan our 2009 budget, we will continue to assess the courier service. If we need additional reductions, we hope to avoid further disruptions to our services. We appreciate your understanding and cooperation.

NOTES:
* The McDonald Hall location is only for pick-up of "drop-off" documents that need to be delivered to the office.
** If you are attempting to "pick-up" a document at 1:00 PM, please continue to coordinate your "pick-up" with your respective Business Analyst/BNA.

Sad News

Michelle Kenney’s last day with Washington University is May 15th, 2009
Reminder: Go to Grants and Contracts website for copies of forms etc.

Upcoming 2009 SRA International

Midwest Sectional Meeting
May 1-5, 2009
Sheraton Hotel and Sioux Falls Convention Center
Sioux Falls, South Dakota
SRA Sioux Falls, Midwest Section Meeting
will offer full certificates for the following programs

1. Introduction to Research Administration and Management
2. NIH Grants Management
3. Clinical Trials 101
4. Clinical Trials 201

NCURA Region IV 2009

Spring Meeting
Bridging the Gap – A Year for Change in Research Administration
April 27-29, 2009
Minneapolis, Minnesota
Upcoming 2009
NIH Regional Seminars
Program Funding and Grants Administration

April 16-17, 2009- Atlanta, Georgia
Co-Hosted by: Georgia State University and
Georgia Institute of Technology

June 25-26, 2009-Las Vegas, Nevada
Co-Hosted by: University of Nevada, Las Vegas and
University of Nevada, Reno

Washington University in St. Louis
SCHOOL OF MEDICINE

Questions
The American Recovery and Reinvestment Act
(“ARRA”)

Cindy Kiel, JD, CRA
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Executive Director, Research Office
(314) 935-5889
Ckiel@wustl.edu

Feb. 13 - H.R. 1 Passed by Senate and House
Feb. 17 - Bill signed into law
Feb. 19 - Fed agencies begin reporting on formula block grant awards
March 3, Fed agencies begin reports on use of funds
May 3 - Fed Agencies make Performance Plans public and report on allocations for entitlement programs
May 15 - Detailed Agency financial reports
May 20 - Fed Agencies begin reporting on competitive grants and contracts awarded
July 10 - Recipients of fed funding begin reporting on use of funds
Law / Disclaimer

- See H.R.1 Section 16.12 for additional administrative/reporting requirements under the law.
- OMB final guidance (doc 9) is yet to come - see page 14 for additional reporting requirements.
- Agencies must use recovery.gov for data collection starting March 3rd.
- Things are changing daily and information presented here is definitely subject to change in the near future or within the next two years.

NIH - Money

- 8.2 Billion for Research Awards (7.4 B transferred to Institutes and Centers based on a percentage formula)
- 1 Billion for extramural construction - Nat’l Ctr for Research Resources (NCRR)- exemption from normal 50% cost share being discussed.
- 300 Million for shared instrumentation (NCRR)
- 400 Million (OHRP) for comparative effectiveness research (“CER”)
- 800 Million to Office of Director for 2 yr projects (Ex. “Challenge Grants”)
- OIG increases for oversight and audit
NIH - Mechanisms

- RFAs will be out this and next week - quick response times necessary
- Some funds used to go down payline and pick up projects with merit not previously funded - will be calling and asking for 2-year project/budget revisions
- Competing scientific supplements
- Non-competing administrative supplements w/in approved aims of original project - designed to increase tempo of the project
- 2-year Challenge Program - .5 Million per year - announcement this week

NIH - Management

- Stimulus funds must be tracked and reported on separately from regular funds, even if awarded as supplement to an existing award
- CFDA # will distinguish Stimulus funds from other funds - supplements will be awarded as type 3 funds (Year 2 supplements as well)
- Awards will be for two years only – carry-forward between Years 1 and 2 will, generally, be allowable - possibility for one 1-year no-cost extension.
EVERY award will be based on DETAILED budget - even modular submissions - be prepared to submit “Just in Time”. Quick response is imperative.

Quarterly reports within 10 days of each quarter showing:
- amount received
- amount expended
- status of project completion (%?)
- number of jobs created or saved - including information for any subgrantees over $25,000
- Definition of “jobs” and add’l info forthcoming.

Anticipate using recovery.gov for data collection beginning March 3rd.

**Q**: CTSA supplement for reduced awards?

**A**: “Funds will float many ships”

Efficiency and Reporting are important to make sure we don’t hit a fiscal wall in 2 years

Already submitted, but not yet awarded, applications (3-5 yrs) will be renegotiated to 2-yr awards if stimulus funds used. RESPOND

Funds released separately in Year 1 and then non-competitive Year 2 - must show progress and expenditures

Upcoming 30, 60, 90 days NIH must report

Competitive year is 09, Renewal is 2010 - SPEED
**CDC - FUNDING**

- ARRA includes $1 Billion in funding for CDC
  - $300 Million for immunization program
  - $650 Million for evidence-based clinical and community-based prevention and wellness strategies that deliver specific, measurable health outcomes that address chronic disease rates
  - $50 Million to the states to implement healthcare associated infections reduction strategies

**NSF - Money for Existing Programs / Proposals**

- 2 Billion for Research and Related Activities to be shared across NSF programs - Meeting of Science Board Feb. 23rd and 24th (proposals currently under review)
- 300 Million for Major Research Instrumentation (“MRI”) proposals already in house from January 09 deadline.
- 400 million for Major Research Facilities (already in place)
- 2 Million for Office of Inspector General
NSF - New Funding

- 200 Million for Academic Research Infrastructure program. Construction grants solicitation out in 1.5 weeks
- 60 Million for Noyce Teacher Scholarship program
- 25 Million for Math/Science Partnerships program (k-12)
- 15 Million for a new Professional Masters Science program

NSF - Mechanisms

- NSF already has 24,000 proposals in house with 8,000 reviewed – 3,000 of which are scored very high or excellent (value of the 3,000 is 3B). Proposals with high scores declined after October 1, 2008 - eligible.
- NSF will award Stimulus money as separate new awards - not supplements
- Awards will be from 2 to 5 years to avoid a “renewal wave” in 2 years (so long as OMB approves this week)
**NSF - Mechanisms**

- “Dear Colleague” letter in 1 - 2 weeks
- Press release (today?)
- May be an opportunity to renegotiate budget/SOW on in-house proposals

**NSF - Management**

- Stimulus Awards will have special terms and conditions: “Think FFATA on Steroids”
- We must track and report on stimulus awards separately from other awards
- Quarterly technical/financial reports - aggregate and individual? Within 10 days
- Use recovery.gov site for reporting
- If funds not being used, NSF will take them back
- Report on number of jobs created or retained - including by subrecipients of funds
NSF - Considerations

- Spend early, spend often
- Spend well - extra OIG oversight on these funds
- Use policy@nsf.gov for questions for now
- Sign up for NSF e-mail alerts - Dear Colleague letters, FAQs, etc.

NASA - Money

- 1 Billion overall
- 400 Million for Science (including earth science climate research missions)
- 150 Million for Aeronautics (aviation safety, environmental impact mitigation and Next Generation Air Transport Systems)
- 50 Million for cross-agency research and NASA-owned facilities restoration
- 400 Million for exploration
• 16.8 Billion:  (aprox. 2.9 Billion available to University-like research).
  ▪ The bulk of the funding will be invested in energy efficiency and renewable energy projects; research in biofuels, fossil fuels, nuclear physics and fusion energy; technologies to modernize and expand energy transmission; as well as loans and grants to develop advanced batteries.
  ▪ 400 Million for ARPA-E: high risk research in energy sources and energy efficiency collaborations with industry

• DOE is trying to revamp its loan and application programs by exploring and implementing “rolling” reviews. Instead of having an opportunity deadline and then reviewing a lot of applications, they will attempt to review applications as they arrive.
NIST - Money

- 600 Million overall
- 220 Million for Scientific and Technical Research and Services
- 360 Million for construction of research buildings
  - 180 Million for competitive construction grant program for research science buildings

Arts and the Humanities

- 50 Million for Arts and the Humanities primarily to be distributed through NEH
- Meeting late last week/early this week to identify programs/opportunities
Stimulus - Audit and Oversight

- Higher Transparency
- Higher Scrutiny
- Requiring “Strict Adherence” to cost principles, administrative regulations and award terms and conditions
- Subrecipient monitoring (over $25K) - very important
- Timeliness imperative - could lose funds over late reports.
- ALL INFORMATION RE: Mechanisms and Reporting subject to review and approval by OMB

Stimulus Package - Updates

- Research News updates – make sure you and your faculty have subscribed
- Association of American Universities [www.aau.edu](http://www.aau.edu)
- Association of American Medical Colleges [www.aamc.org](http://www.aamc.org)
- Reports and updates from the administration: [www.recovery.gov](http://www.recovery.gov)
- Subscribe to NSF e-mail alerts: [www.nsf.gov](http://www.nsf.gov)
- NIH information: [www.nih.gov](http://www.nih.gov) search for ARRA