

Office of Research Administration

### Quarterly Research Administrators Meeting

4/27/2017



#### Agenda

Export Controls – Dan Vick & Terrence Rusch

Closeout Update – Implementation Team

RSSA Update – Dean Freck

Policy Update – Jim Luther

Basics of Human Research – Jennifer McCallister, David Matesanz, Susan Hayden, Curt Bradney

ORA Update – Michael Dickman



### **ORA Staff Update**



### ORA Personnel Update

#### Arrivals

- Research Administrator Taylor Filippini
- Research Administrator Brooks Fuqua
- Research Administration Manager Dana Hewitt
- Research Administration Manager Christina Jackson

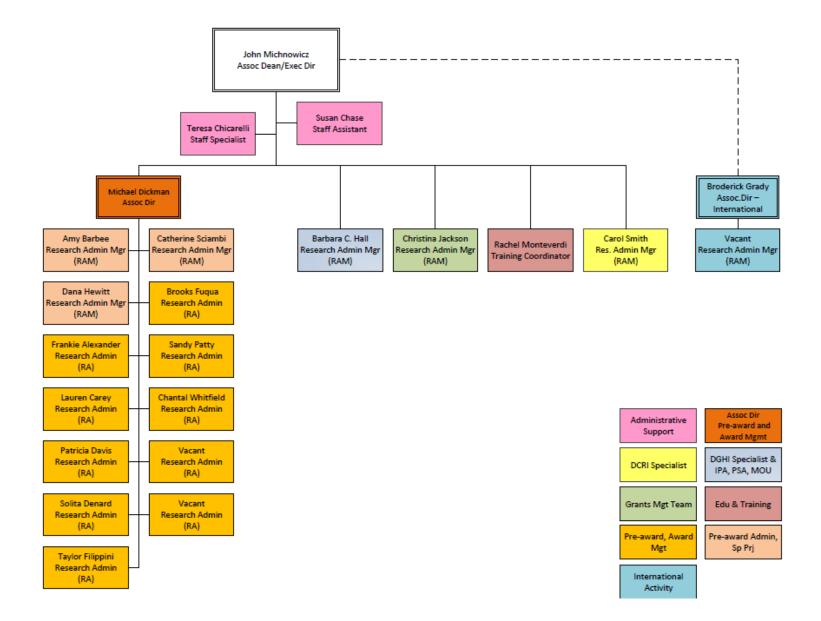
#### Departures

- Danielle Robinson
- Openings
  - Research Administration Manager International
  - Research Administrator
  - Research Administrator





### ORA Org Chart





### ORA Customer Service Survey Results

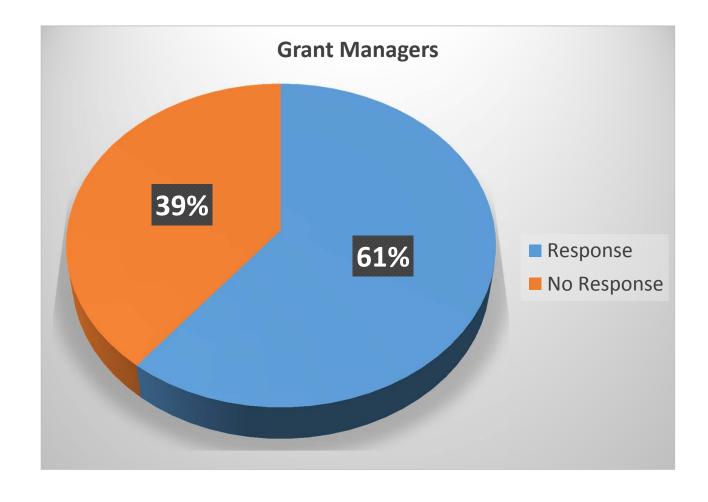


- Targeted department grant managers (28)
- General feeling regarding effectiveness of ORA
- Highlighted pre-award, award management, and electronic support



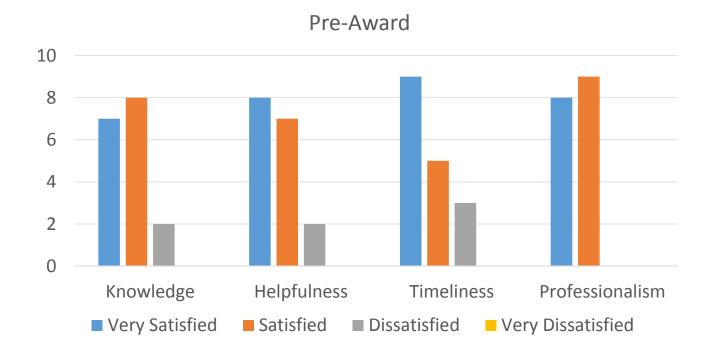


Responses





### Results -Pre-Award



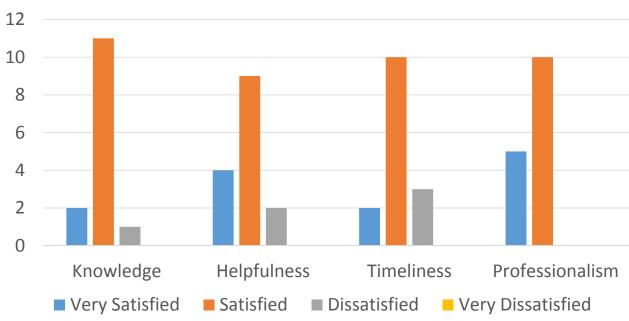
#### Has **Pre-Award** improved over the last year?

Strongly				Strongly
Agree	Agree	No Change	Dissagree	Dissagree
2	8	6	0	0



### Results -Award Management

#### **Award Management**



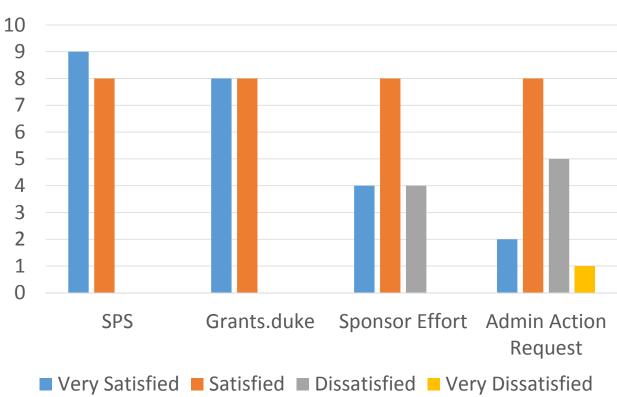
#### Has **Award Management** improved over the last year?

Strongly				Strongly	
Agree	Agree	No Change	Dissagree	Dissagree	
0	5	9	0	0	



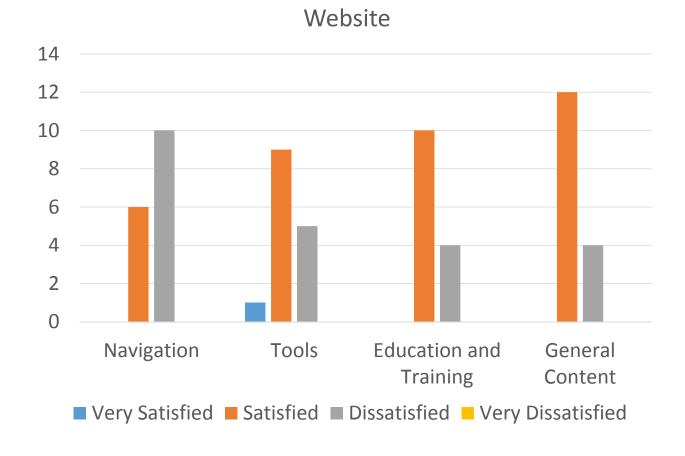
#### Results -Electronic Tools







## Results - Website





## ORA News and Reminders



Office: Erwin Square Plaza

Suite 820

Mailing Address: Duke University

Box 104008

Durham, NC 27710

Telephone: 919-684-5157

Email: gcmail@mc.duke.edu

Hours: 8:00AM – 5:00PM



#### ORA Pre-Award Research Administrator Assignments

Name	ORA Contact	Phone #	E-mail Address
Anesthesiology	Dana Hewitt	919-684-1583	dana.hewitt///duke.edu
Biochemistry	Amy Barbee	919684-4509	amy.c.barbee@duke.edu
Biostatistics and Bioinformatics	Solita Denard	919-684-9772	solita.denard@duke.edu
Brain Imaging and Analysis Center (BIAC)	Chantal Whitfield	919-684-8642	chantal whitfield@duke.ed:
Cancer Center	Lauren Carey	919-684-4013	lauren.carey@duke.edu
Cell Biology	Brooks Fuqua	919-681-8290	Brooks, Fugua @duke, edu
Center for Human Disease Modeling	Brooks Fugua	919-681-8291	Brooks.Fuqua@duke.edu
Center for Study of Aging	Frankie Alexander	919-684-4554	alexa001@mc.duke.edu
CHAVI	Cathy Sciambi	919-668-2105	catherine.sciambi@duke.ed
Clinical Graduate Programs	Frankie Alexander	919-684-4554	alexa001@mc.duke.edu
Community and Family Medicine (CFM)	Sandy Patty	919-684-9081	sandy.patty@duke.edu
Dermatology	Lauren Carey	919-684-4013	lauren.carey@duke.edu
Duke Clinical Research Institute (DCRI)	Carol P. Smith	919-668-3625	carol.p.smith@duke.edu
Duke Human Vaccine Institute (DHVI)	Cathy Sciambi	919-668-2105	catherine.sciambi@duke.ed
Duke Translational Medicine Institute (DTMI)	Carol P. Smith	919-668-3625	caroLo.smith@duke.edu
Genomics and Computational Biology, Center for	Lauren Carev	919-684-4013	lauren.carevi@duke.edu
Global Health Institute	Broderick Grady	919-668-1777	broderick.grady@duke.edu
Heart Center	Patricia Davis	919-684-3325	patricia.davis@duke.edu
Immunology	Barbara Hall	919-684-3292	hall0029@mc.duke.edu
Interdisciplinary Programs	Frankie Alexander	919-684-4554	alexa001@mc.duke.edu
Medicine - Cardiology	Patricia Davis	919-684-3325	patricia.davis@duke.edu
-			patricia.davis@duke.edu
Medicine - Cellular Therapy	Patricia Davis	919-684-3325	
Medicine - Clinical Pharmacology	Patricia Davis	919-684-3325	patricia.davis@duke.edu
Medicine - Ctr for Applied Genomics and Precision Med	Chantal Whitfield	919-684-8642	chantal.whitfield@duke.ed.
Medicine - Endocrinology & Metabolism	Patricia Davis	919-684-3325	patricia.davis@duke.edu
Medicine - Gastroenterology	Chantal Whitfield	919-684-8642	chantal.whitfield@duke.ed.
Medicine - General Internal Medicine	Chantal Whitfield	919-684-8642	chantal.whitfield@duke.ed.
Medicine - Geriatrics	Patricia Davis	919-684-3325	patricia.davis@duke.edu
Medicine - Hematological Malignancies	Patricia Davis	919-684-3325	patricia.davis@duke.edu
Medicine - Hematology	Patricia Davis	919-684-3325	patricia.davis@duke.edu
Medicine - Infectious Disease	Patricia Davis	919-684-3325	patricia.davis@duke.edu
Medicine - Nephrology	Chantal Whitfield	919-684-8642	chantal.whitfield@duke.edu
Medicine - Oncology	Chantal Whitfield	919-684-8642	chantal whitfield@duke.ed
Medicine - Pulmonary	Chantal Whitfield	919-684-8642	chantal whitfield@duke.ed.
Medicine - Rheumatology and Immunology	Patricia Davis	919-684-3325	patricia.davis@duke.edu
Medicine - Section of Medical Genetics	Chantal Whitfield	919-684-8642	chantal.whitfield@duke.edu
Molecular Genetics and Microbiology (MGM)	Taylor Filippini	919-681-7753	Taylor.Filippini@duke.edu
Molecular Physiology Institute	Dana Hewitt	919-684-1583	dana.hewitt@duke.edu
Neurobiology	Brooks Fugua	919-681-8290	Brooks Fugua@duke.edu
Neurology	Lauren Carey	919-681-8291	lauren.carey@duke.edu
Neurosurgey	Sandy Patty	919-684-9081	patty002@duke.edu
Obstetrics and Gynecology (OB/GYN)	Amy Barbee	919-684-4509	amv.c.barbee@duke.edu
Ophthalmology	Solita Denard	919-684-9772	solita.denard@duke.edu
Orthopedics	Lauren Carey	919-684-4013	lauren.carey@duke.edu
Other	Frankie Alexander	919-684-4554	alexa001@mc.duke.edu
Pastoral Care	Frankie Alexander	919-684-4554	alexa001@mc.duke.edu
Pathology	Brooks Fugua	919-681-8290	Brooks Fugua@duke.edu
Pediatrics	Solita Denard	919-684-9772	solita.denard@duke.edu
		919-684-97/2	dana.hewitt@duke.edu
Pharmacology and Cancer Biology	Taylor Filippini Lauren Carey	919-681-7753	lauren.carey@duke.edu
Physical Therapy			
Psychiatry	Frankie Alexander	919-684-4554	alexa001@mc.duke.edu
Radiation Oncology	Frankie Alexander	919-684-4454	alexa001@mc.duke.edu
Radiology/Abdominal Imaging	Lauren Carey	919-684-4013	lauren.carey@duke.edu
School of Nursing (Post-Award)	Amy C. Barbee	919-684-4509	amy.c.barbee@duke.edu
SON Pre-Award - Robbin Thomas	Amy C. Barbee	919-684-4509	amy.c.barbee@duke.edu
Stedman Center	Dana Hewitt	919-684-1583	dana.hewitt@duke.edu
Surgery	Sandy Patty	919-684-9081	patty002@duke.edu
Trent Center for Bioethics	Frankie Alexander	919-684-4554	alexa001@mc.duke.edu

https://medschool.duke.edu/research/research-support-offices/office-research-administration/about-ora/ora-contact-us

https://medschool.duke.edu/research/research-support-offices/office-research-administration/about-ora/ora-assignments



#### ORA Contacts for RSSA's



ORA central contacts route the RSSA to ORA representative

 Lab staff often contact central ORA contacts to expedite the RSSA

• In an ideal world:

 Lab staff should reach out to department grant support for assistance

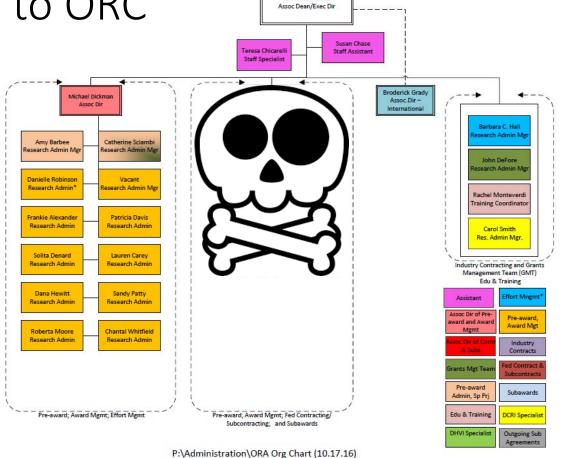
 If ORA is needed, department grant support reach out to ORA representative

Please allow at least 3 business days before reaching out



### Contracts Team to ORC

- Effective 11/1/16
- Contracts team transitioned to ORC



John Michnowicz



#### Contacts in ORC

https://medschool.duke.edu/research/research-support-offices/office-research-contracts/contact-us

- Federal Contracts and federal grants, foundation/non-profit grants,
   and state contracts
  - Pre-award for federal contracts
  - Agreement negotiation and ORC signature
  - Issuing subs
  - Budget changes at contracting stage
  - Awarding in SPS
  - Training sessions and/or programs if or when applicable
- Continue to send federal and foundation agreements to Contracts Management (contracts.management@mc.duke.edu)



NIH Grants Policy Statement

17.3 VA-UNIVERSITY AFFILIATIONS

Investigators with joint appointments at a VAMC (VA hospital) and an affiliated university must have a valid MOU that specifies (at both the university and the VAMC) the title of the investigator's appointment, distribution of compensation, the responsibilities of the proposed investigator, and the percentage of effort available for research at each institution.

The MOU must be signed by the appropriate officials of the recipient and the VAMC, and must be updated with each significant change of the investigator's responsibilities or distribution of effort and, without a significant change, not less than annually.

The joint VA/university appointment of the investigator constitutes 100 percent of his or her total professional responsibilities. However, NIH will recognize such a joint appointment only when a university and an affiliated VA hospital are the parties involved.



### NIH MOU Requirements (cont.)



- The individual whose salary is included in the application serves under a joint appointment documented in a formal MOU between the university and the VA, and
- There is no possibility of dual compensation for the same work or of an actual or apparent conflict of interest



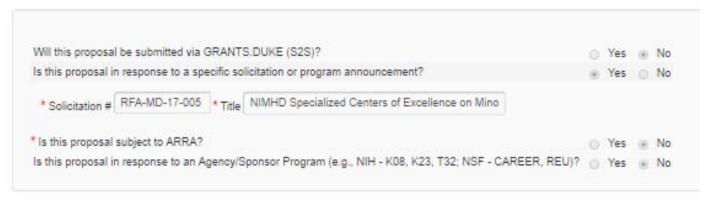
### NIH MOU Requirements (cont.)

#### What is the Duke process?

- Effective June 1, 2017
- When dual appointment exists:
  - Valid MOU is required to submit an application to NIH (this is a must)
  - Dept. required to attach fully executed MOU in SPS internal docs
  - ORA will return applications that do not include an MOU
- If an MOU cannot be presented at submission time, then:
  - ORA will assume there is no Duke IBS and measurable effort cannot be documented
  - The individual cannot be listed as the PI or Senior/Key personnel



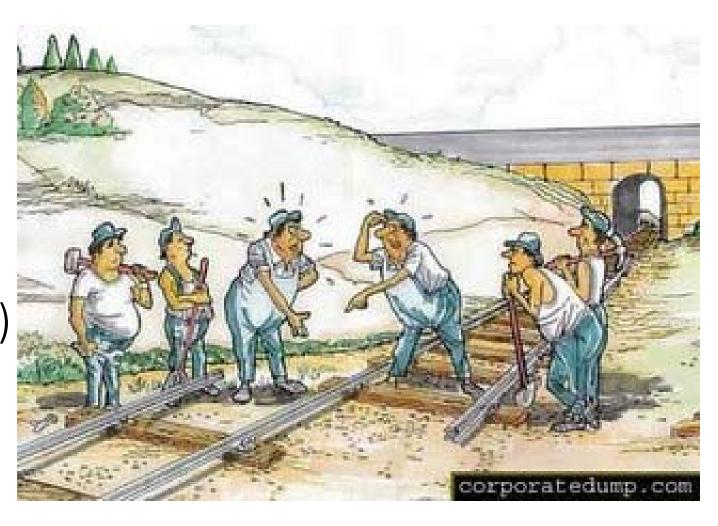
### SPS – Attaching FOA in Internal Docs



- Solicitation number required in SPS for NIH applications
- Attaching FOA is no longer required for NIH applications only
- FOA must be attached for all non-NIH applications
- SPS record will be returned if:
  - NIH solicitation # is not included for NIH applications
  - FOA not attached for all non-NIH applications (exception noted above)
- Exceptions (kind of):
  - When Duke is a sub include documentation of what sponsor requires (e.g. email, prime FOA)
  - No FOA? Document sponsor does not have FOA in proposal memo



Return for Changes (RFC)





Request for Collaboration (RFC)





#### Request for Collaboration (RFC)



- Mechanism that allows the department to make changes in SPS
- No longer used for department scorecards
- Tool to communicate what changes need to be made
- Requests range from might should to must
- Record of ORA 'must requests' and changes to the SPS record



#### **Proposal**

#### MIGHT SHOULD

Recommendations based on experience/guidelines

**Award** 

#### **LESS RISK**

### It's All Fun and Games...

Personnel Roles

#### We Need to Talk

• Changes in scope

#### I'm Not Mad, Just Disappointed

• Cost Share

### That Escalated Quickly!

• Consultant vs. Sub

**MORE RISK** 

#### It Depends Matrix!

#### ORA/Dept. Relationship Status Matrix

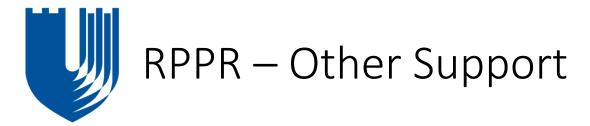
#### **MUST**

Requirements based on Duke/Sponsor policy



#### Request for Collaboration (cont.)

- Departments request RFC reports and want to compare to baseline
- Feedback is that ORA is inconsistent
  - Changes range from might should to must
  - ORA not returning for might should suggestions
  - Depts request ORA to make changes in SPS for department instead of RFC
- ORA training to return records consistently
  - Return SPS records for must changes
  - Return SPS records rather than make changes for depts



#### **RPPR Instruction Guide**

https://grants.nih.gov/grants/rppr/rppr instruction guide.pdf

D.2.c Changes in other support.

Has there been a change in the active other support of senior/key personnel since the last reporting period?

If yes, upload active other support for senior/key personnel whose support has changed and indicate what the change has been. List the award for which the progress report is being submitted and include the effort that will be devoted in the next reporting period.



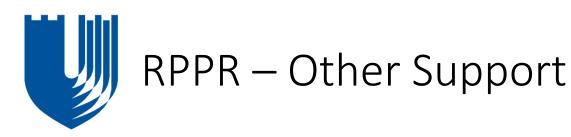
### RPPR – Other Support (cont.)

- What constitutes a change?
  - Previously active grant has terminated
  - Previously pending grant is now active
- Submission of other support information is not necessary if:
  - Senior/Key personnel is considered an Other Significant Contributor
  - Support is pending
  - Changes in the level of effort for active support reported previously
    - Note: Changes in effort requiring prior approval still need to be addressed



### RPPR – Other Support (cont.)

- What constitutes senior/key personnel? Sponsor vs Duke key?
  - Individuals who contribute in a substantive measurable way to the scientific development or execution of the project, whether or not a salary is requested
  - PD/PI and for those individuals considered by the grantee to be key to the project
- Who is the 'grantee' that determines who is key?
  - The PD/PI



### The PD/PI would like to designate in the application all personnel as senior/key. Should we do so?

No. Keep in mind the term "senior/key" applies only to individuals who contribute to the scientific development or execution of a project both substantively and measurably. If you misidentify personnel as senior/key, you will unnecessarily increase your burden for the preparation of the application, submission of Just-in-Time information, and annual reporting requirements.

#### Must we submit other support for all senior/key personnel?

Yes, submit the active other support for all senior/key personnel, regardless whether they are named in the NoA. This does not apply to OSC's. Nor does it apply to everyone listed in the All Personnel Report.

https://grants.nih.gov/grants/policy/senior key personnel fags.htm#1673



#### RPPR – Other Support

Must we include all senior/key personnel in our response to SNAP question 1 (Has there been a change in the other support of senior/key personnel since the last reporting period?)?

Yes, you must address the *changes* in other support for any individual you designated as senior/key personnel regardless whether they are named in the NoA. You must also include other support for any new personnel you designate as senior/key personnel. This question does not apply to OSC's. Nor does it apply to everyone listed in the All Personnel Report.

Where do we address changes in level of effort for senior/key personnel not named on the NoA for SNAP awards? (i.e., senior/key personnel who are not addressed in SNAP question 2).

In the SNAP progress report, you are not required to address changes in level of effort for senior/key personnel not named in the NoA. If you choose to address this, the appropriate place to do so is in the Progress Report Summary section.

https://grants.nih.gov/grants/policy/senior key personnel fags.htm#1673



# Sponsor Related News



### NIH Implementation of Final Research Performance Progress Report (Final RPPR)



 Removed sections F (Changes), and H (Budget)

Added Section I (Outcomes)

 Project Outcomes (Section I) will be made publicly available, allowing recipients the opportunity to provide the general public with a concise summary of the public significance of the research





**STEP 1:** Grant Manager (GM) engages with PI

**STEP 2:** PI works on and submits RPPR in eRA Commons!!!!!



The F-RPPR, in an ideal world...



### NIH Implementation of Final Research Performance Progress Report (Final RPPR)

- No need to route to ORA for review and submission
- eRA Commons working on solution for delegation





When Congress and the president fail to agree on and pass one or more of the regular appropriations bills, a continuing resolution can be passed instead. A continuing resolution continues the pre-existing appropriations at the same levels as the previous fiscal year (or with minor modifications) for a set amount of time.

- NOT-OD-17-048
- Currently in effect until April 28, 2017
- NIH will issue non-competing research grant awards at a level below that indicated on the most recent Notice of Award (generally up to 90% of the previously committed level)



## Continuing Resolution Continued



History of when Continuing Resolution was resolved:

- FY 2012 = December 23, 2011
- FY 2013 = March 25, 2013
- FY 2014 = January 17, 2014
- FY 2015 = December 16, 2014
- FY2016 = December 28, 2015
- FY2017 = TBD
- Source:

https://www.senate.gov/legislative/appropsbills.htm



## Continuing Resolution Continued

#### Awards issued under CR will continue to be processed as follows:

- 1. Project awarded in SPS Award at the reduced amount, however, full original budget sent to TBS
- 2. TBS will enter the amount held under CR in a restricted G/L in SAP
- 3. Once the restriction is lifted via a revised NOA, ORA will send only the revised NOA to TBS
- 4. TBS lifts the restriction in SAP
- 5. Department submits a rebudget to move the funding from the restricted G/L into the desired G/L

NOTE: This process will allow rebudgets completed prior to revised NOA to remain intact



# Interim Guidance on Salary Limitation for Grants and Cooperative Agreements

- NOT-OD-17-049
- If adequate funds are available in active awards, and if the salary cap increase is consistent with the institutional base salary, grantees may rebudget to accommodate the current Executive Level II salary level
- No additional funds will be provided to grant awards
- Guidance from Duke:
  - Recommend the use of the new \$187,000 salary cap for all new and noncompeting applications submitted to DHHS and DHHS agencies (except FDA and Indian Health Services)
  - Applying the new salary cap retroactively to the effective date of January 8, 2017 is optional



## NIH Grants Process Overview



https://grants.nih.gov/grants/grants process.htm



#### **GET STARTED**

#### Learn the Basics

Learn how NIH approaches grant funding and how your research fits into our research portfolio. Make sure to explore the different types of grant programs offered at NIH, along with the eligibility requirements.

#### Plan Your Approach

Find and understand funding opportunities, ensure your research is original, understand your organization's internal procedures, and prepare to write a competitive application.



#### APPLY FOR GRANT FUNDING

#### Prepare to Apply

Ensure all registrations are in place, get familiar with requirements, and choose which of the available submission options you will use.

(>6-8 WEEKS BEFORE SUBMISSION)

#### Write Application

Obtain and complete application forms following provided instructions. Find information on developing your budget and formatting attachments.

#### Submit

Submit your application to NIH. Track and view your application to verify receipt and to confirm that the assembled document correctly reflects your submission.

[SUBMIT EARLY!]



#### **APPLICATION REFERRAL & REVIEW**

#### Receipt & Referral

Applications compliant with NIH policies are assigned to an NIH Institute or Center and to a scientific review group for evaluation of scientific and technical merit

IMONTH 1 AFTER SUBMISSIONI

#### Peer Review

Applications undergo a rigorous two-stage review. The first level is carried out primarily by non-federal scientists, while the second is performed by Advisory Councils or Boards.

IMONTHS 2-8 AFTER SUBMISSIONI



#### PRE-AWARD & AWARD PROCESS

#### Pre-Award & Award Process

Applicants who have scored well submit "just-in-time" information. Final administrative reviews are conducted and Notice of Award documents are sent to successful applicants.

[MONTHS 7-10 AFTER SUBMISSION]

#### Post-Award Monitoring & Reporting

NIH monitors grants carefully. Active monitoring includes reports and correspondence from the grantee, audit reports, site visits, and other information.

[DURATION OF AWARD]



## NSF – Collaborators and Other Affiliations

- Effective April 24, 2017, the National Science Foundation will require the use of a specific NSFdeveloped spreadsheet for identifying collaborators and other affiliations
- Upload this information as a Single Copy Document that is seen only by NSF staff
- No longer include collaborator and other affiliation information in their biosketches
- The spreadsheet has been developed to be fillable; however, the content and format requirements must not be altered by the user
- Must be saved and uploaded as .xlsx or .xls only
- Will generate an error if not included in single and linked applications

#### Single Copy Documents

- GO Collaborators and Other Affiliations
- GO Deviation Authorization(if applicable)
- GO List of Suggested Reviewers (optional)
- GO Additional Single Copy Documents
- GO Nature of Natural or Anthropogenic

#### Event

GO Performer/Awardee Organization Selection

https://www.nsf.gov/bfa/dias/policy/coa.jsp

# PREVIEW: Revised ORA Grant Review Process

Improving consistency, accuracy, and collaboration while rewarding good administrative practices

The Current Process



### The Approach

- Focus on the fundamentals
  - Improve accuracy
  - Improve consistency
- Simply identified what ORA reviews
  - Internal and external input
  - Weighted approach
- Develop systematic training and review process
  - Start with most important
  - Focus on fundamentals
- Communicate to community

- Abstract/SOW
- Budget Cost Share
- Budget F&A
- Budget Other
- Budget Students/Fellows
- Budget Justification
- Deadline
- DPAF- Completed
- Duke GAP
- Effort
- Export Controls
- IRB/IACUC
- Performance Sites
- Personnel Roles, MOU, etc.
- Solicitation Specific Errors-FOA Specific Requirements
- Sponsor Standard Guidelines
- Subaward/Subcontracts
- Systems Validations

#### Level 1 Application Review:

- Abstract/SOW
- o Budget Cost Share
- o Budget F&A
- o Budget Other
- Budget Students/Fellows
- o Budget Justification
- Deadline
- DPAF- Completed
- Duke GAP
- o Effort
- o Export Controls
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- o Sponsor Standard Guidelines
- o Subaward/Subcontracts
- Systems Validations

#### Level 2 Application Review:

- o Budget- Cost Share
- o Budget-F&A
- o Budget Justification
- o Deadline
- o DPAF- Completed
- o Effort
- o Personnel- Roles, MOU, etc.
- Solicitation Specific Errors-FOA Specific Requirements
- Subaward/Subcontracts
- o Systems Validations

#### Level 3 Application Review:

- o Budget-F&A
- o Deadline
- Solicitation Specific Errors-FOA Specific Requirements
- o Systems Validations

#### Level 4 Application Review

- o Deadline
- o Systems Validations



## Reward Good Administrative Practices

- Reward complete, on-time applications
- Complete 'Level 1' review
  - Team review
  - Within 3 business days
- Goal: Submit 2 business day prior to deadline
  - Full NIH review window

#### Level 1 Application Review:

#### > 7 Business days

- No waiver required
- Group review
- Goal to submit: 2 business days before deadline
- Full ORA review including:
  - o Abstract/SOW
  - Budget Cost Share
  - Budget F&A
  - o Budget Other
  - o Budget Students/Fellows
  - Budget Justification
  - o Deadline
  - o DPAF- Completed
  - Duke GAP
  - Effort
  - Export Controls
  - o IRB/IACUC
  - Performance Sites
  - Personnel Roles, MOU, etc.
  - Solicitation Specific Errors-FOA Specific Requirements
  - Sponsor Standard Guidelines
  - Subaward/Subcontracts
  - o Systems Validations

## ORA Team Review

- Only applies to on-time (Level 1) applications
- 2-4 Research Administrators
- Team completes only first review
- Complete review within 3 business days
- ORA rep still responsible for communication and follow up with departments

#### Level 1 Application Review:

#### > 7 Business days

- No waiver required
- Group review
- Goal to submit: 2 business days before deadline
- Full ORA review including:
  - Abstract/SOW
  - Budget Cost Share
  - o Budget F&A
  - Budget Other
  - o Budget Students/Fellows
  - Budget Justification
  - o Deadline
  - DPAF- Completed
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  - o Performance Sites
  - Personnel Roles, MOU, etc.
  - Solicitation Specific Errors-FOA Specific Requirements
  - o Sponsor Standard Guidelines
  - Subaward/Subcontracts
  - Systems Validations

#### Level 2 Application Review:

Level 3 Application Review:

Level 4 Application Review

#### 7>4 Business days

4>2 Business days

<2 Business days

- Application waiver required
- Goal to submit: 1 b deadline
- Limited ORA review

- Application waiver required
- Submit by due date
- Limited ORA review:

- Cubmit by due date
- mited ORA review:

Deadline

Application waiver required

## To Be Continued...

- o Effort
- o Personnel- Roles, MOU, etc.
- Solicitation Specific Errors-FOA Specific Requirements
- o Subaward/Subcontracts
- Systems Validations

lations



Awards



## Earliest Feb 5<sup>th</sup> Submission



- Earliest submission for R012/5 Deadline
- Date stamped from grants.duke
- Stedman Center
  - 1/30/17 @ 3:31 PM
  - Dr. Christopher Newgard
  - PAL: Shirley Austin

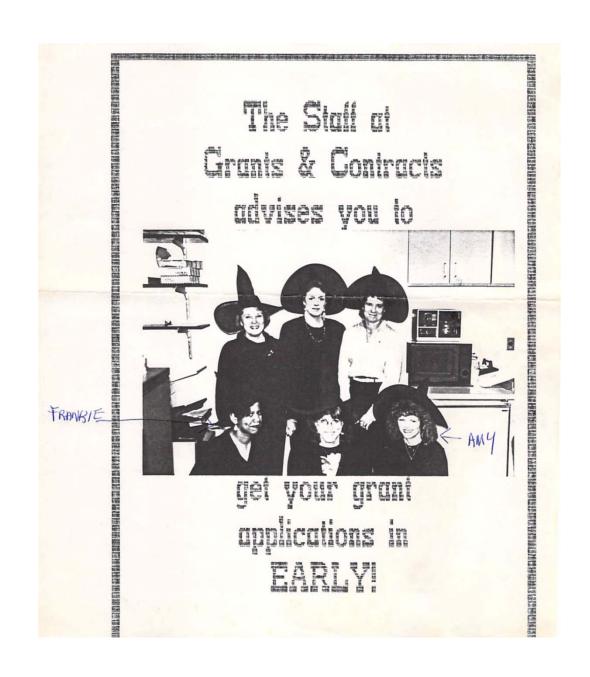








**ORA** Waiver





- **Fewest Waivers**
- FY17 Quarter 3
- Minimum 15 Submissions
- Tiebreaker to the department with the most submissions



**Duke** University School of Medicine

#### DEPARTMENT OF PHARMACOLOGY & CANCER BIOLOGY

- 29 Applications
- No Waivers









- Worked with the most ORA reps over the last year
- Exemplary patience and collaboration











# Professional Development and Training Update

### A HUGE THANK YOU!!!

To each & every person who made a significant contribution to training by:

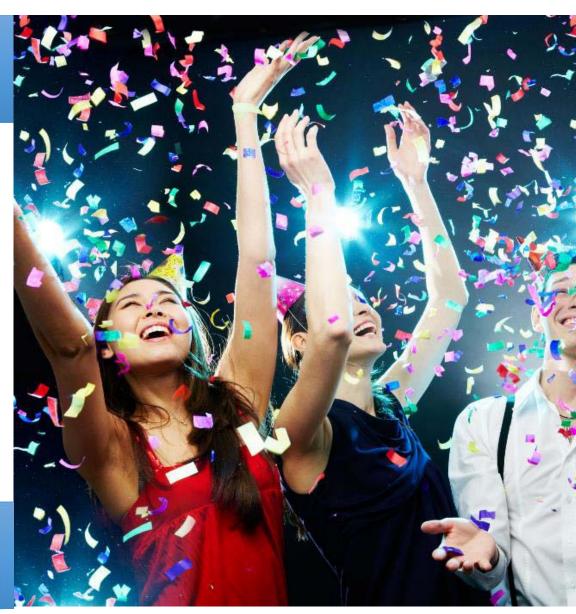
Reviewing new participant manuals, power point presentations, online calendaring tools, videos, checklists & other job aids

#### **AND**

Sharing spreadsheets, charts, stories of success, process overviews, suggestions, and best practices!









## Do you have...

Practical suggestions, a model team, best practices or outstanding processes to share?

Or an interest in reviewing new training tools, materials or presentations?

If so, we welcome you!

Contact Rachel.Monteverdi@duke.edu





## **Training**



NIH Application Development, Management & Resources – It's Just In Time & the Notice of Award

Sponsored Projects System (SPS): Friday, May 26
A Hands On Training

Other Support, Primarily for NIH Wednesday, June 7

Tuesday, May 16

NIH Research Performance Friday, June 16
Progress Reports (RPPRs)

Intergovernmental Personnel Act Wednesday, June 28 (IPA) & the VA

Memorandums of Understanding (MOUs) Wednesday, July 12 & Personal Service Agreements (PSAs)

eSubmissions -> Submitting Wednesday, July 26 applications electronically to sponsors



## **Training**



NIH Application Development, Management & Resources – The FOA – Part 1 of 2

NIH Application Development, Management & Resources – The FOA – Part 2 of 2

**Sponsored Projects System (SPS):** A Hands On Training

NIH Application Development, Management & Resources – Building Your Basic Budget Part 1 of 2

NIH Application Development, Management & Resources – Building Your Basic Budget Part 2 of 2

Tuesday, October 31

Wednesday, November 8

Wednesday, November 15

Wednesday, November 29

Thursday, December 7



## Upcoming Training Opportunities - Conferences

- NCURA Region III
  - Savannah, GA; May 6-10
- NIH Seminar
  - New Orleans, LA; May 3-5
- SRA Southern/Midwest Section
  - Nashville, TN; May 7-10
- NCURA National Meeting
  - Washington D.C.; August 6-9
- SRA International Annual Meeting
  - Vancouver, Canada; October 14-18











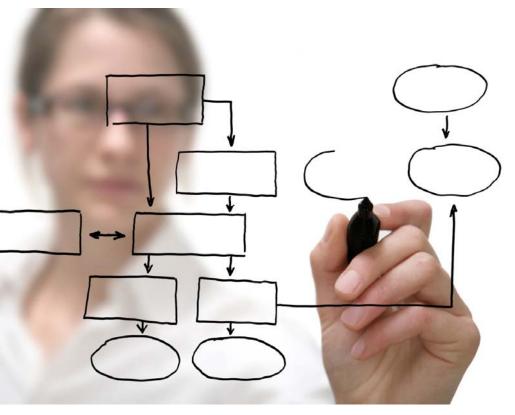
## Pizza and Proposals

- May 18<sup>th</sup> 11:30 AM Erwin Square 837
- Open (well, kind of) hours to collaborate with ORA
- Conveniently timed before June 5<sup>th</sup> deadline
- Registration through LMS
- Space will be limited





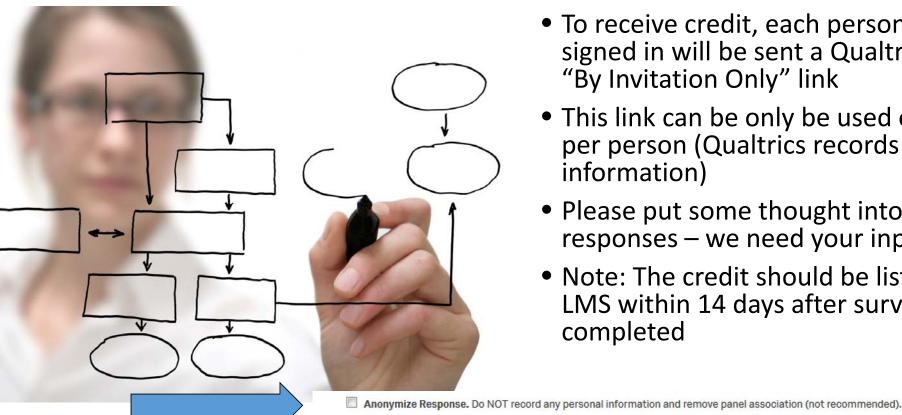
## LMS Registration & Credit



- If you are not on the roster &/or signed up less than 2 business days prior to our meeting, give us 2 business days to add you to the system (remember to sign in legibly & with Net ID)
- Those who did not sign in will be listed as 'no shows' in LMS within 3 business days



## LMS Credit Qtrly Mtg & Survey



- To receive credit, each person who signed in will be sent a Qualtrics "By Invitation Only" link
- This link can be only be used once per person (Qualtrics records your information)
- Please put some thought into your responses – we need your input
- Note: The credit should be listed in LMS within 14 days after survey is completed