# Agenda

- Summary of Uniform Guidance Changes – Amy Miarecki
- Biographical Sketch LEAN Team Update
- SUMMIT Biographical Sketch Demo – Tara Nevins
- NIH Update
  - NOT-OD-15-059 Reminders Related to the NIH/AHRQ Policy for Application Submission
  - NOT-OD-15-050 NIH Fiscal Policy for Grant Awards - FY2015
  - NOT-OD-15-049 Notice on Salary Limitation on Grants, Cooperative Agreements, and Contracts
  - NOT-OD-15-048 FY2015 Kirschstein NRSA Stipends, Tuition/Fees and Other Budgetary Levels
  - New link for Institutional Profile File (IPF) Progress Report query
- Updating eRA Commons Delegations
- RFS Reorganization Update
- Proposal & Progress Report Statistics
### Uniform Guidance – Major Changes

<table>
<thead>
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| Administrative & Clerical Salaries |                                                                                      | Computing devices under $5,000 per unit may be directly charged to the project in the following circumstances:  
  - Device is essential* and allocable to the project in that they are necessary to acquire, store, analyze, process and publish data electronically including accessories for printing, transmitting information. Incidental use for other activities permitted – so no longer required to be solely dedicated  
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| 200.413                           |                                                                                      |                                                                                                                                                    |
| 200.430                           |                                                                                      |                                                                                                                                                    |
| **Charging of computing devices (under $5,000 unit cost)** | Device must be solely dedicated to a specific award – not used for other purposes |                                                                                                                                                    |
| 200.453                           |                                                                                      |                                                                                                                                                    |
| **PI Absences – Disengagement**   | Prior approval required for absences of more than 3 months (Agency notification required for sabbaticals regardless of continuing work on project) | The UG recognizes that PI's can be away from campus and remain engaged in the project so requires prior approval from Federal agencies for the following reasons:  
  - Change in scope or objective of the project or change in key person identified in the application  
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<p>| 200.308                           |                                                                                      |                                                                                                                                                    |
| <strong>Fixed Price Subawards</strong>         | Silent                                                                               | With prior approval, Fixed price subawards up to $150,000 are permissible                                                                                                                                   |
| 200.332                           |                                                                                      |                                                                                                                                                    |
| <strong>Indirect costs on Subawards</strong>   | No de minimis rate for Subrecipients without a negotiated Indirect Cost Rate         | Clarifies that if a subrecipient does not already have a negotiated Indirect cost rate, it may apply a de minimus 10% rate.                                                                                          |
| 200.331                           |                                                                                      |                                                                                                                                                    |
| <strong>Cost Sharing</strong>                  | Did not explicitly prohibit voluntary cost sharing in merit review                  | States that voluntary committed cost sharing is neither expected nor considered during merit review of a proposal. Federal agencies must require mandatory cost sharing or not consider it at all. |
| 200.306                           |                                                                                      |                                                                                                                                                    |</p>
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**Biosketch LEAN Team Update**

- New SUMMIT Biosketch Dashboard has been created  
  - The SUMMIT view provides the current research support information and prior three years research support information for all UMMS investigators as required by NIH.  
  - The biosketch view will be available to anyone with SUMMIT access, and the data is presented in the same format as that required by NIH.  
- Currently the dashboard data only provides information for investigators who are considered key personnel.  
- A new role of Other is being created to capture non-key personnel.  
- RFS will not require these individual’s signatures and will only require Dept. Administrator approval on the PRF.
**Biosketch LEAN Team Update**

- The BLT, RFS and the Library are evaluating the SciENcv biosketch system that the FDP and NCBI have created.
  - Researchers can use SciENcv to create and maintain biosketches that are submitted with grant applications and annual reports.
- SciENcv:
  - Eliminates the need to repeatedly enter biosketch information
  - Reduces the administrative burden associated with federal grant submission and reporting requirements
  - Provides access to a researcher-claimed data repository with information on expertise, employment, education, and professional accomplishments
  - Allow researchers to describe their scientific contributions in their own language
- SciENcv can be accessed via the MyNCBI page.

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**NOT-OD-15-059: Reminders Related to the NIH/AHRQ Policy for Application Submission**

- The basic requirements for allowable applications have not changed with the updated NIH/AHRQ policy on application submission.
- Investigators now may submit a New Application, following an unsuccessful application, without concern for scientific overlap with previously reviewed applications.
- A New Application is an application that has not been previously proposed or received funding. Whether it follows an unsuccessful application or not, a New Application is neither a Resubmission Application nor a Renewal Application, and must comply with the rules for a New Application.
- The following content is **NOT** allowed anywhere in a New Application or its associated components:
  - Introduction page(s) to respond to critiques from a previous review
  - Mention of previous overall or criterion scores or percentile
  - Mention of comments made by previous reviewers
  - Responses to a prior review
  - Mention of how the application or project has been modified since its last submission
  - Marks in the application to indicate where the application has been modified since its last submission
  - Progress Report
  - Progress Report Publication List

• A New Application that does not conform to the rules for a New Application will not be reviewed and will not be considered for funding. This means that:
  – A New Application submitted after an unfunded New Application or a Resubmission Application must be formatted as a New Application and not contain elements of a Resubmission Application.
  – A New Application submitted after an unfunded Renewal Application (or Renewal Resubmission Application) must be formatted as a New Application and not contain elements of either a Renewal Application or a Resubmission Application.
  – A New Application submitted to a Funding Opportunity Announcement for investigator-initiated applications, after it was submitted to a Request for Applications (RFA) but not funded, must be formatted as a New Application.
  – A New Application submitted to an RFA after it was submitted as an investigator-initiated application but not funded must be formatted as a New Application.
  – A New Application submitted with a change of activity code (for example, from R01 to R21) must be formatted as a New application and not contain elements of a Resubmission Application.
• A phase II Small Business Innovation Research/Small Business Technology Transfer Research (SBIR/STTR) application following a funded phase I SBIR/STTR application is a Renewal Application.
• As for other Renewal Applications, these phase II SBIR/STTR applications are allowed two submissions: a New phase II application and Resubmission phase II application.

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**NOT-OD-15-050**

NIH Fiscal Policy for Grant Awards - FY2015

• **FY 2015 Funding Levels:** Non-competing continuation awards that have already been made in FY 2015 were generally funded at levels below that indicated on the most recent Notice of Award (generally up to 90% of the previously committed level) as described in [NOT-OD-15-001](http://grants.nih.gov/grants/guide/notice-files/NOT-OD-15-001.html). Such reductions may be fully or partially restored, depending on the Institute or Center.

• Non-competing continuation grants (research and non-research) including those that remain to be issued in FY 2015 likely will be made within the range between the commitment level indicated on the Notice of Award and 3 percent below that level.

• Out-year commitments for continuation awards in FY 2016 and beyond will remain unchanged. The NIH awarding Institutes/Centers (IC) will develop and post their fiscal policies consistent with overall NIH goals and available FY 2015 funds.
• Section 203 of the 2015 Consolidated and Further Continuing Appropriations Act prohibits payments for salaries under grants and other extramural mechanisms in excess of Executive Level II currently set at $181,500.

• The Executive Level II salary previously at $181,500 increased to $183,300 as of January 11, 2015.


• The NIH will increase NRSA stipends by 2 percent on average. The full range of stipend adjustments for FY 2015 is described at NOT-OD-15-048 (see Appendix for full notice).

New Link for NIH IPF Query

• The link for the NIH Progress Report by Institutional Profile File (IPF) query has changed from:
  – http://era.nih.gov/userreports/pr_due.cfm

• to:

• UMMS’s IPF number is: 0850903

Updating eRA Commons Delegations

• Investigators that have delegated access to their eRA Commons account are reminded that they need to remove access to the account when employees terminate.
• RFS does not have the ability to remove these delegations (they need to occur at the local level).
• We have seen automated eRA Commons notifications to investigators with individuals copied on the email that no longer work for the PI or are not with UMMS anymore.
• If PI’s need assistance with this, please have them contact RFS.
How RFS uses the Requested Return Date and the Date Due to Sponsor Fields on the PRF

- **Requested Return Date** is when the department would like the approved proposal returned.
- **Date Due to Sponsor** is the sponsor’s deadline date.
- **RFS proposal and progress report metrics** are calculated using the date received by RFS minus the Requested Return date.

### On Time
- Received by RFS 5 days prior to the requested return date.

### Late
- Received by RFS less than 5 days prior to the requested return date.

### After the Fact
- Received by RFS after the requested return date.

### Expedited Request
- Received by RFS with 3 days or less to review before requested return date.

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**PROPOSAL SUBMISSIONS TO RFS**

**December 2013 – December 2014**

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## PROPOSALS

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APPENDIX
The New Federal Uniform Guidance – Major changes affecting proposal budgets, subawards and charging of direct costs

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Ruth L. Kirschstein National Research Service Award (NRSA) Stipends, Tuition/Fees and Other Budgetary Levels Effective for Fiscal Year 2015

Notice Number: NOT-OD-15-048

Key Dates
Release Date: December 30, 2014

Related Announcements
NOT-OD-15-050
NOT-OD-15-049
NOT-OD-14-046

Issued by
National Institutes of Health (NIH)
Agency for Healthcare Research and Quality (AHRQ)
Health Resources Services Administration (HRSA)

Purpose

This Notice supersedes NOT-OD-14-046, and establishes stipend levels for fiscal year (FY) 2015 Kirschstein-NRSA awards for undergraduate, predoctoral, and postdoctoral trainees and fellows, as shown in the table below. The Tuition and Fees, Training Related Expenses for trainees, and the Institutional Allowance for individual fellows remain unchanged. This Notice addresses the recommendation of the Biomedical Research Workforce Working Group of the Advisory Committee to the Director, NIH, and reflects the Consolidated and Further Continuing appropriations Act, 2015 (H.R. 83/Public Law 113-235), signed by President Obama on December 16, 2014.

The budgetary categories described in this Notice apply only to Kirschstein-NRSA awards made with FY 2015 funds. All FY 2015 awards previously issued using FY 2014 stipend levels will be revised to adjust stipends to the FY 2015 level. Appointments to institutional training grants that have already been awarded in FY 2015 must be amended to reflect the FY 2015 stipend levels once the training grant award has been adjusted by the NIH. Amended appointments must be submitted through xTrain in the eRA Commons. Retroactive adjustments or supplementation of stipends or other budgetary categories with Kirschstein-NRSA funds for an award made prior to October 1, 2014 are not permitted.

Stipends

Effective with all Kirschstein-NRSA awards made on or after October 1, 2014, the following annual stipend levels apply to all individuals receiving support through institutional research training grants or individual fellowships, including the Minority Access to Research Career (MARC) program.

Undergraduates in the MARC Program: for institutional training grants (T34): Two stipend levels are used for undergraduate candidates--Freshmen/Sophomores, and Juniors/Seniors.

<table>
<thead>
<tr>
<th>Career Level</th>
<th>Stipend for FY 2015</th>
<th>Monthly Stipend</th>
</tr>
</thead>
<tbody>
<tr>
<td>Freshmen/Sophomores</td>
<td>$8,640</td>
<td>$720</td>
</tr>
<tr>
<td>Juniors/Seniors</td>
<td>$12,096</td>
<td>$1,008</td>
</tr>
</tbody>
</table>

Predoctoral: for institutional training grants (T32, T35, T90, TL1) and individual fellowships (F30, F31): One stipend level is used for all predoctoral candidates, regardless of the level of experience.

<table>
<thead>
<tr>
<th>Career Level</th>
<th>Years of Experience</th>
<th>Stipend for FY 2015</th>
<th>Monthly Stipend</th>
</tr>
</thead>
<tbody>
<tr>
<td>Predoctoral</td>
<td>All</td>
<td>$22,920</td>
<td>$1,910</td>
</tr>
</tbody>
</table>

Postdoctoral: for institutional training grants (T32, T90) and individual fellowships (F32): The stipend level for the entire first year of support is determined by the number of full years of relevant postdoctoral experience when the award is issued. Relevant experience may include research experience (including industrial), teaching assistantship, internship, residency, clinical duties, or other time spent in a health-related field beyond that of the qualifying doctoral degree. Once the appropriate stipend level has been determined, the fellow must be paid at that level for the entire grant year. The stipend for each additional year of Kirschstein-NRSA support is the next level in the stipend structure and does not change.

Senior Fellows (F33 only): the amount of the Kirschstein-NRSA stipend to be paid must be commensurate with the base salary or remuneration that the individual receiving the award would have been paid by the institution with which he or she has permanent affiliation on the issue date of the fellowship award. In no case shall the stipend award exceed the current Kirschstein-NRSA stipend limit set by NIH. The level of Kirschstein-NRSA support will take into account concurrent salary support provided by the institution and the policy of the sponsoring institution. NIH support does not provide fringe benefits for senior fellows.

Relevant Policies

Current stipend levels are to be used in the preparation of future competing and non-competing NRSA institutional training grant and individual fellowship applications. They will be administratively applied to all applications currently in the review process.

NRSA support is limited to 5 years for predoctoral trainees (6 years for dual-degree training, e.g., MD/PhD, DO/PhD, DDS/PhD, AuD/PhD, DVM/PhD), and 3 years for postdoctoral fellows. The NIH provides eight levels of postdoctoral stipends to accommodate individuals who complete other forms of health-related training prior to accepting a Kirschstein-NRSA supported position. (The presence of eight discrete levels of experience, however, does not constitute an endorsement of extended periods of postdoctoral research training.)

It should be noted that the maximum amount that NIH will award to support the compensation package for a graduate student research assistant remains at the zero level postdoctoral stipend, as described in NOT-OD-02-017.

Tuition and Fees, Training Related Expenses, and Institutional Allowance for Kirschstein-NRSA Recipients

The NIH will provide funds for Tuition and Fees, Training Related Expenses, and Institutional Allowance, as detailed below. Those amounts do not change with the implementation of the FY 2015 budget.

A. Tuition and Fees

- **Predoctoral Trainees and Fellows**: For institutional training grants (T32, T34, T35, T90, TL1) and individual fellowships (F30, F31), an amount per predoctoral trainee equal to 60% of the level requested by the applicant institution, up to $16,000 per year, will be provided. If the trainee or fellow is enrolled in a program that supports formally combined, dual-degree training (e.g., MD/PhD, DO/PhD, DDS/PhD, AuD/PhD, DVM/PhD), the amount provided per trainee or fellow will be 60% of the level requested, up to $21,000 per year.
- **Postdoctoral Trainees and Fellows**: For institutional training grants (T32, T90, TL1) and individual fellowships (F32, F33), an amount per postdoctoral trainee or fellow equal to 60% of the level requested by the applicant institution, up to $4,500 per year, will be provided. If the trainee or fellow is enrolled in a program that supports postdoctoral individuals in formal degree-granting training, an amount per postdoctoral trainee or fellow equal to 60% of the level requested by the applicant institution, up to $16,000 per year, will be provided.

B. Training Related Expenses on Institutional Training Grants

- For institutional training grants (T32, T34, T35, T90, TL1), these expenses (including health insurance costs) for predoctoral and postdoctoral trainees will be paid at the amounts shown below for all competing and non-competing awards made with FY 2015 funds.
  - **Predoctoral Trainees**: $4,200
  - **Postdoctoral Trainees**: $7,850
C. Institutional Allowance for Individual Fellows
This allowance for predoctoral and postdoctoral fellows will be paid at the amounts shown below for all competing and non-competing awards made with FY 2015 funds.

- Institutional Allowance for individual fellows (F30, F31, F32, F33) sponsored by non-Federal Public, Private, and Non-Profit Institutions (Domestic & Foreign, including health insurance):
  - Predoctoral Fellows: $4,200
  - Postdoctoral Fellows: $7,850

- Institutional Allowance for individual fellows (F30, F31, F32, F33) sponsored by Federal and For-Profit Institutions (including health insurance):
  - Predoctoral Fellows: $3,100
  - Postdoctoral Fellows: $6,750

Inquiries

Specific questions concerning this notice or other policies relating to training grants or fellowships should be directed to the grants management office in the appropriate NIH Institute or Center, AHRQ, or HRSA.

General inquiries concerning NRSA stipend and tuition policies should be directed to:
NIH Research Training Office
Email: NIHTrain@mail.nih.gov

Weekly TOC for this Announcement
NIH Funding Opportunities and Notices

Note: For help accessing PDF, RTF, MS Word, Excel, PowerPoint, Audio or Video files, see Help Downloading Files.
### RFS Grants Teams - Department Assignments

**Associate Director - Janice Lagacé**

#### Team Black
- Sr. SPA & Team Lead - Tammy LeBlanc
- SPA II - Pam Harney
- SPA I - Heather Morello

- Anesthesiology
- Cell & Developmental Biology
  - Wellstone Program
- Commonwealth Medicine (excluding Shriver)
- Emergency Medicine
- Environmental Health & Safety
- Graduate School of Biomedical Sciences
- Library
- Medicine:
  - Cardiovascular Medicine
  - Dermatology
  - Diabetes
  - Endocrinology
  - Gastroenterology
  - General Medicine
  - Geriatric Medicine
  - Hematology/Oncology
  - Hospital Medicine
  - Infectious Diseases & Immunology
  - Preventive & Behavioral Medicine
  - Pulmonary
  - Renal Medicine
  - Rheumatology
- Microbiology & Physiological Systems
- Molecular Cell and Cancer Biology
- Neurology
- Newborn Screening
- Quantitative Health Sciences
- Student Affairs

#### Team Blue
- Sr. SPA & Team Lead - Jason Brown
- SPA II - Jim LeBlanc
- SPA I - Andrea Sjostedt

- Animal Medicine
- Biochemistry & Molecular Pharmacology
- Bioinformatics & Integrative Biology
- Center for Clinical & Translational Sciences
- Diabetes Center for Excellence
- Family Medicine & Community Health
- Gene Therapy Center
- Graduate School of Nursing
- UMass Biologics
- Meyers Primary Care Institute
- Molecular Medicine
- Neurobiology
- OB/GYN
- Office of Medical Education
- Office of Research
- Ophthalmology
- Orthopedics
- Otolaryngology
- Pathology
- Pediatrics
- Psychiatry
- Radiation Oncology/QARC
- Radiology
- RNA Therapeutics Inst (RTI)
- Shriver Center
- Stem Cell Biology
- Student Services
- Surgery
- Systems Biology (PSB)
<table>
<thead>
<tr>
<th>ACRONYM/TERM</th>
<th>DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>AHRQ</td>
<td>Agency for Health Care Research &amp; Quality</td>
</tr>
<tr>
<td>Biosketch (NIH)</td>
<td>Standardized biographical sketch form used by NIH to capture senior/key personnel and other significant contributors in the proposal. Captures Name, eRA Commons ID, Education/Training, Personal Statement, Positions/Honors, Selected Publications and Research Support</td>
</tr>
<tr>
<td>BLT</td>
<td>Biosketch Lean Team</td>
</tr>
<tr>
<td>Commons User ID</td>
<td>The Commons User ID is your logon to the eRA Commons system. If you do not have a Commons login, you can request one from RFS.</td>
</tr>
<tr>
<td>eRA Commons</td>
<td>The eRA Commons is NIH's online interface where signing officials, principal investigators, trainees and post-docs at institutions/organizations can access and share administrative information relating to research grants and process prior approval requests.</td>
</tr>
<tr>
<td>FDP</td>
<td>The Federal Demonstration Partnership (FDP) is an association of federal agencies, academic research institutions with administrative, faculty and technical representation, and research policy organizations that work to streamline the administration of federally sponsored research.</td>
</tr>
<tr>
<td>IPF Number</td>
<td>An IPF Number (Institutional Profile File) is a unique number that is used by NIH for tracking and reporting on grant awards to grantees. UMMS's IPF# is 0850903.</td>
</tr>
<tr>
<td>LEAN</td>
<td>A set of methodologies within a culture of continuous improvement that is designed to solve organizational problems and improve results.</td>
</tr>
<tr>
<td>My Bibliography (Pub Med)</td>
<td>My Bibliography is a reference tool that helps save your citations (journal articles, books/chapters, patents, presentations, and meetings) directly from PubMed or, if not found there, to manually enter citations using My Bibliography templates. My Bibliography provides a centralized place where citations are easily accessed, exported as a file, and made public to share with others.</td>
</tr>
<tr>
<td>MyNCBI</td>
<td>Electronic publication resource that NIH has mandated be used to demonstrate compliance with the NIH Public Access Policy. My NCBI publications report resources are available at: <a href="http://www.ncbi.nlm.nih.gov/books/NBK53595/">http://www.ncbi.nlm.nih.gov/books/NBK53595/</a></td>
</tr>
<tr>
<td>NCBI</td>
<td>The National Center for Biotechnology Information (NCBI) is part of the United States National Library of Medicine (NLM), a branch of the National Institutes of Health.</td>
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<td>NIH</td>
<td>National Institutes of Health</td>
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<tr>
<td>NRSA</td>
<td>Ruth L. Kirschstein National Research Service Award</td>
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<tr>
<td>Pub Med Central</td>
<td>PubMed Central (PMC) is a free archive of biomedical and life sciences journal literature at the U.S. National Institutes of Health's National Library of Medicine (NIH/NLM). In keeping with NLM's legislative mandate to collect and preserve the biomedical literature, PMC serves as a digital counterpart to NLM's extensive print journal collection. Launched in February 2000, PMC was developed and is managed by NLM's National Center for Biotechnology Information (NCBI).</td>
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<tr>
<td>RFS</td>
<td>Research Funding Services</td>
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<tr>
<td>SBIR</td>
<td>Small Business Innovation Research Grants</td>
</tr>
<tr>
<td>SciENcv</td>
<td>SciENcv is a new feature in My NCBI that helps users create an online professional profile that can be used to generate a biosketch. In SciENcv users can document their education, employment, research activities, publications, honors, research grants, and other professional contributions.</td>
</tr>
<tr>
<td>STTR</td>
<td>Small Business Technology Transfer Grants</td>
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<tr>
<td>SUMMIT</td>
<td>SUMMIT is the UMass Medical School’s web based reporting tool.</td>
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<tr>
<td>Uniform Guidance</td>
<td>Refers to the new OMB guidance on administrative requirements, cost principles and audit requirements for federal awards (which includes research grant awards) that will come into effect December 26, 2014. This guidance consolidates OMB Circulars A-21, A-87, A-110 and A-122 (which have been placed in 2 C.F.R. Parts 220, 225, 215 and 230); Circulars A-89, A-102 and A-133; and the guidance in Circular A-50 on Single Audit Act follow-up.</td>
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</tbody>
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