





- eSDFI Update
  - Usage Statistics
  - Emails from Adobe EchoSign
- NIH Update
  - NIH Program Officials Requesting Additional Rigor and Transparency Information on RPPR
  - Biosketch Compliance Issues
  - NOT-OD-16-080: Clarifications and Consolidated Biosketch Instructions for Applications with Due Dates On or After 5/25/16
- Cayuse Update Forms D
- OSP Forms Update
  - Internal Budget Worksheet
- FCOI Training Requirement
- Proposal & Progress Report Statistics

# eSDFI Update



- Go live notice sent to UMMS community 4/8/16.
- 100 eSDFIs have been generated since go live.
- Average time to complete:
  - Defined as generation of form and securing all investigator signatures.
  - Currently 82 minutes per form.
- The eSDFI is accessible at:
  - http://w3.umassmed.edu/ResearchForms/SDFI
- The admin panel is accessible at: – http://w3.umassmed.edu/ResearchForms/admin
- Both links can also be accessed on the OSP forms and FCOI forms pages.

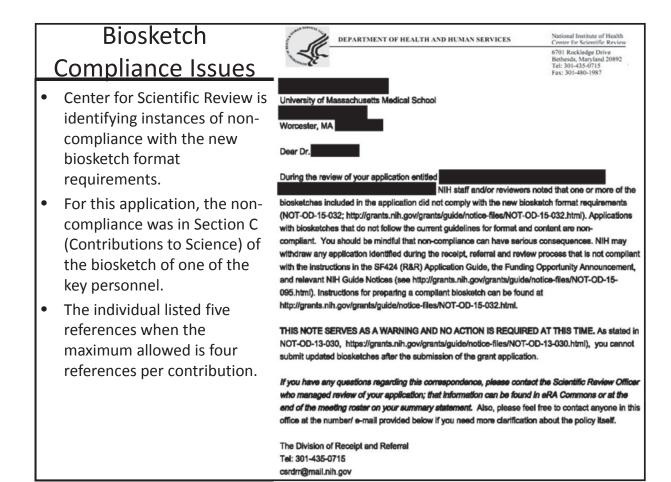
## eSDFI Update



- Email notifications to investigators are sent from the following address:
  - UMMS Esign <echosign@echosign.com>
- Please make sure investigators know that this a safe email address.
- OSP and IT are revising the email subject line to provide additional clarity for the recipient investigator:

SUBJECT: Please sign SDFI for King – Proposal # 123456

NIH Program Officials Requesting Additional												
Rigor and Transparency Information on RPPR												
• NOT-OD-16-031 (released 12/15/15)												
<ul> <li>This notice informed the biomedical and health services research community of planned char to address Rigor and Transparency.</li> </ul>	nges											
OSP continues to receive requests from NIH program officials for additional	SP continues to receive requests from NIH program officials for additional											
information on rigor and transparency (see below):												
From: Program Official @ NIH Sent: Friday, April 22, 2016 11:24 AM To: UMMS PI; Vazquez, Diego Subject: RPPR for R01XX55555-02	Sent: Friday, April 22, 2016 11:24 AM To: UMMS PI; Vazquez, Diego											
Dear UMMS PI,												
I am in the process of reviewing your recent progress report for the above grant. However, before I can complete my review I will need additional information on Rigor and Transparency per applicable sections and instructions in the RPPR as follows:												
B.2 What was accomplished under these goals?												
Include the approaches taken to ensure robust and unbiased results.												
B.6 What do you plan to do for the next reporting period to accomplish these goals?												
Discuss efforts to ensure that the approach is scientifically rigorous and results are robust and unbiased												
Please send this information directly to me through your institutional official by March 29, 2016.												
Sincerely,												
Program Official	Program Official											



**Clarifications and Consolidated Biosketch Instructions** for Applications with Due Dates On or After 5/25/16

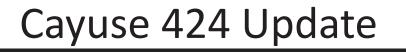


- NOT-OD-16-080 (released 3/23/16); Clarifications:
- Including a URL for a publication list in a biosketch is **optional** and, if provided, it **must be to a government website** (.gov) like My Bibliography. Google Scholar is not allowed as previously suggested by NIH FAQ wording.
- Publications (peer-reviewed and non-peer-reviewed) and research products may be cited in both the personal statement and the contributions to science sections. Prior to May 25, 2016 applications, only peer-reviewed publications were allowed to be cited in the personal statement section of the biosketch.
- Explicitly states that graphics, figures and tables are **not** allowed. This was previously not addressed in biosketch information.



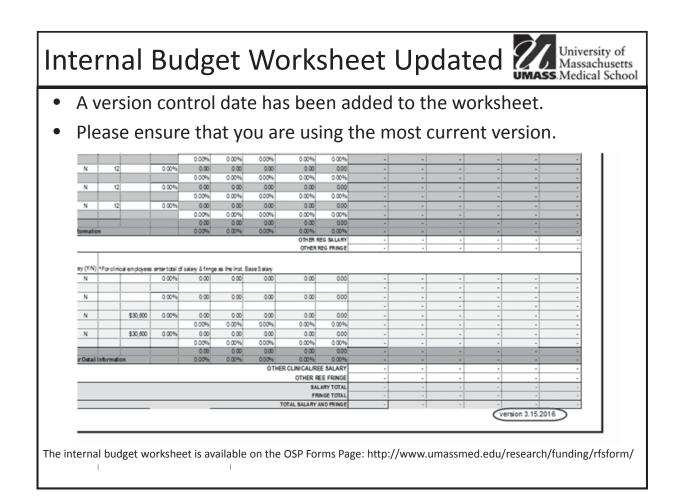


- Per regulatory requirement each Investigator must complete training at least every four years.
- Most UMMS Investigators completed the training after August 2012 and will need to retake the training again beginning in August 2016 to comply with the retraining requirement.
- Please check the Training Completion Report available on the OSP FCOI page to see when your Investigators will need to retrain.
- The report is available at:
  - http://www.umassmed.edu/globalassets/office-ofresearch/compliance/fcoi/citi-training-report/coi-training-completionreport.pdf
- OSP is unable to set up awards for those projects where Investigators have not met the training requirement.





- Cayuse updated to Forms-D on April 9, 2016 in advance of requirement to use the new forms for applications due on or after May 25, 2016.
- Applications started before April 9<sup>th</sup> in Cayuse that are due on or after May 25<sup>th</sup> may indicate that the opportunity is closed.
- If this happens, the opportunity will need to be downloaded again and then the old application will need to be transformed to the new form set.



PROP	PROPOSAL SUBMISSIONS TO OSP												
March 2015 – March 2016										usetts School			
	March 2015	April 2015	May 2015	June 2015	July 2015	August 2015	September 2015	October 2015	November 2015	December 2015	January 2016	February 2016	March 2016
Count	89	72	69	111	90	62	112	129	60	67	107	121	89
On Time	47%	33%	39%	55%	47%	47%	52%	43%	37%	42%	59%	38%	45%
Late	46%	63%	58%	42%	47%	52%	43%	56%	60%	54%	39%	60%	55%
After the fact	7%	4%	3%	3%	6%	2%	5%	1%	3%	4%	2%	2%	0%
Withdrawn	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Total	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%
Expedited Request (3 days or less)	34%	34%	35%	23%	33%	39%	31%	39%	40%	33%	25%	46%	42%
On Time: Received by OSP 5 business days prior to the requested return date.													

Late: Received by OSP less than 5 business days prior to the requested return date.

After the Fact: Received by OSP after the requested return date.

Expedited Request: Received by OSP with 3 business days or less to review before requested return date.

SUBMISSIONS TO OSP March 2015 to March 2016 Comparison										
PROPOSALS	2015	2016	Change							
Count	89	89	-							
On Time	47%	45%	-2							
Late	46%	55%	+9							
After the fact	7%	0%	-7							
Withdrawn	0%	0%	-							
Total	100%	100%	-							
Expedited Request (3 days or less)	34%	42%	+8							
On Time: Received by OSP 5 business days prior to the requested return date.										

Late: Received by OSP less than 5 business days prior to the requested return date.

After the Fact: Received by OSP after the requested return date. Expedited Request: Received by OSP with 3 business days or less to review before requested return date.

PROGRESS REPORT SUBMISSIONS TO OSP													
March 2015 – March 2016 Massachusetts											usetts School		
	March 2015	April 2015	May 2015	June 2015	July 2015	August 2015	September 2015	October 2015	November 2015	December 2015	January 2016	February 2016	March 2016
Count	50	50	52	53	32	11	19	30	19	26	36	44	71
On Time	42%	50%	46%	38%	38%	27%	37%	43%	26%	42%	64%	48%	58%
Late	52%	40%	37%	51%	37%	46%	47%	40%	63%	50%	22%	45%	39%
After the fact	6%	10%	17%	11%	25%	27%	16%	17%	11%	8%	14%	7%	3%
Total	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%
Expedited Request (3 days or less)	38%	36%	19%	38%	31%	36%	26%	20%	58%	42%	19%	30%	27%
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Expedited Request: Received by OSP with 3 business days or less to review before requested return date.

SUBMISSIONS TO OSP March 2015 to March 2016 Comparison								
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52%	39%	+13						
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On Time: Received by OSP 5 business days prior to the requested return date.

Late: Received by OSP less than 5 business days prior to the requested return date.

After the Fact: Received by OSP after the requested return date. Expedited Request: Received by OSP with 3 business days or less to review before requested return date.

# APPENDIX

4/25/2016

Updates to NIH & AHRQ Research Performance Progress Reports (RPPR) to Address Rigor and Transparency

Notice Number: NOT-OD-16-031

Key Dates **Release Date:** December 15, 2015 **Effective Date**: January 25, 2016

Related Announcements <u>NOT-OD-15-103</u> <u>NOT-OD-15-102</u> <u>NOT-OD-16-004</u> <u>NOT-OD-16-005</u> <u>NOT-OD-16-011</u> <u>NOT-OD-16-012</u>

Issued by National Institutes of Health (<u>NIH</u>)) Agency for Healthcare Research and Quality (AHRQ)

Purpose

This notice informs the biomedical and health services research community of planned changes to the PHS Research Performance Progress Report (RPPR) instructions for all annual non-competing (Type 5) NIH & AHRQ awards that support research activities.

These updates to address Rigor and Transparency will take effect for RPPRs due on or after January 25, 2016.

### Background

NIH's mission is to seek fundamental knowledge about the nature and behavior of living systems and the application of that knowledge to enhance health, lengthen life, and reduce illness and disability. Key to the successful application of that knowledge toward health outcomes is scientific rigor in conducting biomedical research. One of NIH's four stated goals is to exemplify and promote the highest level of scientific integrity, public accountability, and social responsibility in the conduct of science (see <a href="http://www.nih.gov/about/mission.htm">http://www.nih.gov/about/mission.htm</a>).

These RPPR updates for rigor and transparency:

- clarify long-standing expectations to ensure that NIH is funding the best and most rigorous science,
- highlight the need for awardees to describe details that may have been previously overlooked,
- prepare non-competing renewals for the next competitive renewal, and
- will help NIH implement and evaluate the policy for both current and new awards.

### Implementation

Updates to Section B - Accomplishments

NOT-OD-16-031: Updates to NIH & AHRQ Research Performance Progress Reports (RPPR) to Address Rigor and Transparency

By January 25, 2016, the Research Performance Progress Report (RPPR) instructions will be updated to include the following additional guidance for 6.2 Section B - Accomplishments, in addition to the existing instructions. Progress reports submitted on or after January 25, 2016 that are initiated prior to the instruction updates may use the current forms while following these additional instructions. The instructions that will address rigor are listed below for your convenience.

B.2 What was accomplished under these goals?

Include the approaches taken to ensure robust and unbiased results.

B.6 What do you plan to do for the next reporting period to accomplish these goals?

Discuss efforts to ensure that the approach is scientifically rigorous and results are robust and unbiased.

#### Resources

- Website describing reproducibility efforts for NIH applicants and grantees
- Principles and Guidelines for Reporting Preclinical Research
- <u>General Policy Overview</u> (~30 minute narrated presentation)
- Frequently Asked Questions

Inquiries

Please direct all inquiries to:

reproducibility@nih.gov

<u>Weekly TOC for this Announcement</u> <u>NIH Funding Opportunities and Notices</u>



Department of Health and Human Services (HHS)



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Note: For help accessing PDF, RTF, MS Word, Excel, PowerPoint, Audio or Video files, see <u>Help</u> <u>Downloading Files</u>.



#### DEPARTMENT OF HEALTH AND HUMAN SERVICES

National Institute of Health Center for Scientific Review

6701 Rockledge Drive Bethesda, Maryland 20892 Tel: 301-435-0715 Fax: 301-480-1987

University of Massachusetts Medical School

Worcester, MA

Dear Dr.

During the review of your application entitled

NIH staff and/or reviewers noted that one or more of the biosketches included in the application did not comply with the new biosketch format requirements (NOT-OD-15-032; http://grants.nih.gov/grants/guide/notice-files/NOT-OD-15-032.html). Applications with biosketches that do not follow the current guidelines for format and content are non-compliant. You should be mindful that non-compliance can have serious consequences. NIH may withdraw any application identified during the receipt, referral and review process that is not compliant with the instructions in the SF424 (R&R) Application Guide, the Funding Opportunity Announcement, and relevant NIH Guide Notices (see http://grants.nih.gov/grants/guide/notice-files/NOT-OD-15-032.html). Instructions for preparing a compliant biosketch can be found at http://grants.nih.gov/grants/guide/notice-files/NOT-OD-15-032.html.

THIS NOTE SERVES AS A WARNING AND NO ACTION IS REQUIRED AT THIS TIME. As stated in NOT-OD-13-030, https://grants.nih.gov/grants/guide/notice-files/NOT-OD-13-030.html), you cannot submit updated biosketches after the submission of the grant application.

If you have any questions regarding this correspondence, please contact the Scientific Review Officer who managed review of your application; that information can be found in eRA Commons or at the end of the meeting roster on your summary statement. Also, please feel free to contact anyone in this office at the number/ e-mail provided below if you need more clarification about the policy itself.

The Division of Receipt and Referral Tel: 301-435-0715 csrdrr@mail.nih.gov

4/25/2016 NOT-OD-16-080: Clarifications and Consolidated Biosketch Instructions and Format Pages Available for Applications with Due Dates On or After May 25...

Clarifications and Consolidated Biosketch Instructions and Format Pages Available for Applications with Due Dates On or After May 25, 2016

Notice Number: NOT-OD-16-080

Key Dates **Release Date:** March 23, 2016

Related Announcements NOT-OD-16-084 NOT-OD-16-081 NOT-OD-16-004

Issued by National Institutes of Health (<u>NIH</u>) Agency for Healthcare Research and Quality (<u>AHRQ</u>)

Purpose

This Notice informs the biomedical and health services research communities that in accordance with <u>NOT-OD-16-004</u>, the biosketch instructions and format pages have been updated. The updated instructions and formats should be used for application due dates on or after May 25, 2016.

Updates to the biosketch instructions will include:

• A consolidated biosketch format and instructions for research, institutional research training, institutional career development, research education, fellowship, and dissertation awards, as well as diversity supplements.

Clarified instructions:

- Indicate that a URL for a publication list is optional and, if provided, must be to a government website (.gov) like My Bibliography.
- Allow publications (peer-reviewed and non-peer-reviewed) and research products to be cited in both the personal statement and the contributions to science sections
- State that graphics, figures and tables are not allowed.
- Remove the requirement that the past 3 years of research support are listed in order of relevance.
- Option to add other names used to author research products in section A.
- Research products can include conference proceedings such as meeting abstracts, posters, or other presentations.
- Research products that are under development, such as manuscripts that have not yet been accepted for publication, can be mentioned in the narrative sections. However, they cannot be cited as one of their citations.

The FORMS-D application instructions will be posted on March 25, 2016. They will have a single set of biosketch instructions and a link to the new format page for use with all mechanisms. This information will also be available from the <u>NIH Forms</u> page.

#### **Additional Information**

We encourage researchers to try the Science Experts Network Curriculum Vitae (<u>SciENcv</u>) as a tool to build their biosketches.

4/25/2016 NOT-OD-16-080: Clarifications and Consolidated Biosketch Instructions and Format Pages Available for Applications with Due Dates On or After May 25...

SciENcv pulls information from available resources making it easy to develop a repository of information that can be readily updated and modified to prepare biosketches for submission to multiple agencies. A <u>YouTube video</u> provides instructions for using SciENcv. Support for fellowship application biosketches will be available in SciENcv later this year. See <u>FAQs</u> for additional information

Inquiries

Please direct all inquiries to:

NIH Grants Information Email: <u>grantsinfo@od.nih.gov</u> (preferred method of contact) Telephone: 301-435-0714

<u>Weekly TOC for this Announcement</u> <u>NIH Funding Opportunities and Notices</u>



Department of Health and Human Services (HHS)



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**Note:** For help accessing PDF, RTF, MS Word, Excel, PowerPoint, Audio or Video files, see <u>Help</u> <u>Downloading Files</u>.

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IDC Base - MTDC	100%					T COSTS (F&A Rate)	67.5%						-
IDC Base - MTDC	0%					T COSTS (F&A Rate)	26.0%						-
					TOTAL PR	OJECT COSTS (Direc	t + Indirect)	-	-	-	-	-	-

## ACRONYMS AND TERMS USED TODAY OSP BROWN BAG - 04/25/2016

ACRONYM/TERM	DESCRIPTION
CSR	NIH'S Center for Scientific Review
eSDFI	Electronic Summary Disclosure of Financial Interests form
FCOI	Financial Conflict of Interest
IT	Information Technology
NIH	National Institutes of Health
NOT	NIH Notice
OSP	Office of Sponsored Programs
PI	Principal Investigator
RPPR	Research Performance Progress Report. Progress reports are required annually to document grantee
	accomplishments and compliance with terms of award. They describe scientific progress, identify significant
	changes, report on personnel, and describe plans for the subsequent budget period or year. See
	http://grants.nih.gov/grants/rppr/