



UNIVERSITY *of* MARYLAND

SPA Updates

1st Quarter 2013

January 24, 2013

2:30 – 4:00 pm

HSF-II Auditorium



Today's Agenda

- Personnel Updates
- Coeus Updates
- NIH RPPR – Research Performance Progress Report
- Friendly reminders and requests
- Questions for us?



SPA Personnel Updates

- Team D
 - Marcos Garza has left SPA
 - Debbie Griffith is now a Senior Sponsored Programs Administrator on Team D
 - Stacy Boyd is working half-time on Team D
- Team C
 - Denise Meyer is joining Team C in the near future as a Senior Sponsored Programs Administrator



Coeus Updates

- New updates as of January 14th
- Yes/No Questions are gone
- Questionnaires take the place of the Y/N Questions
- Changes to the budget
- New ability to “recall” a proposal

Coeus Updates – New Questionnaires

- Questionnaires complete required fields on federal proposal forms and provide UM reviewers with more information about the proposal. Many questions are tied to validations and you will not be able to submit a proposal for approval without answering the questionnaire.
- Respond to the questionnaire(s) before validating and submitting the proposal for approval.
- Access the Questionnaire: Within the proposal, select Edit → Questionnaire. The menu of available questionnaires for your proposal is on the left. Available questionnaires may include Corporate Activity, NSF Cover Page, PHS Fellowship Supplemental Form, and PHS Training Grant questionnaires. A questionnaire called UMB Required Questions is mandatory for all proposals. A questionnaire called s2s-Grants.gov Smart Questionnaire must be completed if the proposal will be submitted to Grants.gov via Coeus and the required questions should be triggered when the proposal is linked to a Grants.gov opportunity.
- Complete the questionnaire: Highlight the questionnaire to bring up the first question(s). Respond to the question(s) shown, then click the button "Save and Proceed" to bring up the next screen. Continue until all questions have been answered.
- Edit the questionnaire: Highlight the questionnaire and click the Edit icon, OR Highlight the questionnaire and select Edit → Modify
- Validation errors: If you do not complete a mandatory questionnaire and attempt to submit for approval, a validation error and/or reminder will be generated. Some error messages from the Grants.gov validation will indicate that a required questionnaire has not been completed. If the field is empty, it is likely that the question was not answered.
- See <http://www.umaryland.edu/coeus/propdevtoolkit/questionnaires.html> for screen shots

Coeus Updates - Budgets

- The error that occurred when setting up the budget in Coeus, and would not save unless you went into 'Budget Persons' and change the default "12M Duration" to "12M Employee" has been corrected. This should not be an issue anymore.

Coeus Updates – Recalling a Proposal

- Aggregators can now “recall” proposals with the status “Approval in Progress”
- When proposal is in View mode, Select Action → Approval/ Rejection OR click the "flag" icon.
- System requires a comment regarding the recall and confirmation of the request.
- Proposal is then removed from routing and displays a status of “Recalled”. It can now be edited and resubmitted for approval.
- The routing history will show all recalls and the recall comments.
- See <http://www.umaryland.edu/coeus/propdevtoolkit/recall.html> for screen shots

NIH Implementation of Research Performance Progress Reports

- OMB mandated that federal agencies implement a federal-wide Research Performance Progress Report (RPPR) for required annual or other interim performance reporting on research grant and cooperative agreement awards.
- Purpose is to standardize recipient reporting on federally-funded research projects.
- NIH started RPPR use for Streamlined Non-competing Award Process (SNAP) and Fellowship progress reports beginning 10/19/2012.
- **NIH will require use of RPPR for SNAP and Fellowship awards at some point this Spring.**
- Non-SNAP awards will transition in late 2013 or early 2014

UMB Implementation of NIH RPPR

- UMB PIs and Fellows may use either the RPPR or the eSNAP/PHS 416-9 for non-competing continuations until NIH makes the RPPR mandatory
- SPA recommends getting familiar with the RPPR **BEFORE** it is required
- NIH webinar does a great job of going over the new forms: <http://grants.nih.gov/grants/rppr/> under “Resources”
- SPA is working on a set of tips for the RPPR that will be posted to our website in the near future.
- If you, or one of your PI’s, would like to help us learn about the RPPR process by using it early, please contact Amanda (asnyd007@umaryland.edu)

Some notes about the NIH RPPR

- Currently on the “eSNAP” tab in the NIH Commons
- PI chooses whether to prepare an eSNAP or RPPR before starting the report. Only way to change this is through the Commons Helpdesk after one is chosen.
- The format the PI sees for completion will automatically include any additional data that is required for the type of award (For example, RCR and Sponsor Comments for F-series)
- Components of the RPPR are on tabs at the top of the screen, just like eSNAP sections.
- Attachments must be .pdf (as with other NIH submissions)

Some more notes about the RPPR

- Instructions (and other great info) on the NIH Website: <http://grants.nih.gov/grants/rppr/>
- Some instructions are general, straight from the OMB format. HHS specific info is included, under the general guidance, using the HHS logo (looks like the SF 424 instructions).
- There are blue question marks throughout the RPPR to click on for additional info. Links to a help screen.
- Review the final pdf before submitting. That pdf is what NIH sees.
- HRSA is not participating in the NIH version of the RPPR.
- Change in effort is the only place in RPPR where it is appropriate to submit a prior approval request as part of the RPPR. All others require separate request to Grants Management via SPA.
- Sometimes whole sections are “Not Applicable”. If they DO apply for the grant, the section will be available.

Some more notes about the RPPR

- Separate section in report to address supplements with the ability to add info on multiple supplements.
- Section on Foreign Components
 - First tier subawards to foreign institutions.
 - Total \$ by country, not by individual foreign component.
- Section for special reporting required by terms in NGA.
 - Includes a link to NGA
 - Able to upload multiple attachments, if necessary for the particular project
- When other support is required, be sure to include the current grant in the OS (different from JIT)

Publications & the RPPR

- There is a link between RPPR and MyNCBI for publications.
 - Checks for compliance with Public Access Policy, submission to Pub Med.
 - Able to refresh for updates while RPPR is in progress.
 - System allows us to submit RPPR with noncompliant publication(s), with a warning message.
 - PI receives automated email to address the noncompliance.
- If submitted with noncompliant publications:
 - Email to PI will contain instructions that the PI needs to follow to complete the Progress Report Additional Materials (PRAM) via the NIH Commons.
 - Only PI can initiate this action in the Commons.
 - Link appears automatically when RPPR with non-compliant publications is submitted.
 - PI enters info, routes to SO (SPA contact), and SO submits. This is like most other Commons submissions.
 - Currently, not mandatory to use PRAM for submission of this info. An email to Grants Management will also be acceptable for now.
- **Keep myNCBI account up to date throughout the year, and it will be very easy to do this section of the RPPR.**

Friendly Reminders & Requests

- January has been very busy with proposals, and the rush continues until the March NIH deadlines. As you know...the earlier, the better for routing and submission.
- SPA is still setting aside time to set up awards from 10 – noon each day. If you have an emergency that cannot wait until after this time, contact Amanda or Dennis.

Questions?



Final Notes

- Both presentations will be available on SPA and SPAC websites
- Quarterly Meetings for 2013:
 - April 25th, 2:30 - 4:00, HSF-II Auditorium
 - July 25th, 2:30 - 4:00, HSF-II Auditorium
 - October 24th, 2:30 - 4:00, Location TBD
- Thanks for joining us today!