

Summary of March, 2018 GPAC Meeting

March 14, 2018; NCRC Building 520, Room 1122

Questions may be directed to the person listed with each topic!

- 1. Human Subjects and Clinical Trials Information Guide Prepared by ORSP (Jane Sierra)**
 - a. The guide was updated recently. Always make sure to have the latest version by checking ORSP's website http://orsp.umich.edu/nih?mc_cid=072fbdc94c&mc_eid=6d0bfab358.
 - b. Note: The form is for conversation with PIs and data collection only. It cannot be uploaded to SF424.

- 2. Editable vs. Flat PDF (Jane Sierra)**
 - a. Make sure all the uploaded PDF files for NIH grants are flattened.
 - b. When validating the grant, check the box "Convert editable PDF".
 - c. Attached find an example showing an editable PDF file.

- 3. Modular Budget (Jane Sierra)**
 - a. FORMS-E instructions: *The Additional Narrative Justification is not needed in applications to FOAs with direct cost limits that do not spread evenly across budget periods (e.g., R21 FOAs that allow \$275,000 in direct costs over two years).*
 - b. If the module numbers are significantly different across multiple years, the Medical School suggests providing proper justification.

- 4. Check on Streamlined Review Feedback (Heather Offhaus)**
 - a. No apparent fall-out so far. The overall feedback is good.
 - b. Reaching a balance of risks vs. responsibilities – the Medical School does not double check the budget after the administrative shell is approved. The departments/units are responsible for detailed budgets and any updates after the approval. A recent case - \$1 reduction in a subaward's indirect costs led to the threshold of \$500K.

- 5. ORSP Deadline Policy Update (Heather Offhaus)**
 - a. Timeline: Soft launch - September, 2018; hard launch - July, 2019
 - b. Proposals should be finalized and routed to ORSP 2 business days before the sponsor deadline, 5 pm.
 - c. Some exceptions may be accepted and they remain TBD. Some topics are still under discussion among the major schools/colleges.
 - d. The Medical School will follow the same policy as ORSP.

- 6. Various RAAC Initiatives (multiple GPAC representatives)**

a. RAAC=Research Administration Advisory Council; composed of 4 subcommittees – Process, Matrix, Training, and Communication.

b. Ongoing initiatives

- Navigate (Emily Hamilton) – to engage RAs at all levels
- CRA – to fill the gaps
- Training grants – pre- & post-award
- Lunch & Learn series
- Faculty training (Onboard – pediatrics?)
- Budget training (Judy Carrillo)
- Budget template (Kendra Walter)
- Internal award tracking (Cassy Farvar)

7. Medical School RAPPoRT Discussion Group & Open Door Series (Jane Sierra)

- a. Monthly meeting (the 1st Monday of each month) at NCRC 520-1122
- b. 12 – 1 pm: topic-based discussion group
- c. 1 – 2 pm: Open door
- d. Covering both pre- & post-award topics. Click [here](#) for upcoming sessions.

8. New Award System Update (Heather Offhaus)

- a. Official launch in August
- b. Key features
 - The system is built on awards, not PAFs. That is, multiple PAFs may fall under one award.
 - Better visualization of compliance requirements – IRB, animals, COI, etc.
 - There will be no “Unit Comments” equivalent – all comments are accessible to all.

9. In Search of Research Process Coordinator Candidate (Heather Offhaus)

Talk to Heather, if interested.

10. Side discussions (attendees)

- a. What if submissions bypass ORSP approval? – It’s an honor system.
- b. Other school grants – how to expedite the process?
- c. Tool requests – VA partial appointment, promotion
- d. Suspendable approval – requiring signature

Next Meeting: April 11th, 2018; NCRC Building 520, Room 1122

Group picture taking!