Announcements:

1. Training Opportunities:

   Research Administration Mentoring Program (RAMP)- new cohort will be open in June/July, so start thinking about individuals you know who could be mentors or mentees. http://orsp.umich.edu/research-administration-mentoring-program-ramp

   Navigate Fundamentals- for new RA's. The Pilot just wrapped up, and there will be another cohort beginning in the fall. http://orsp.umich.edu/navigate-fundamentals-course

   Advanced courses are to be developed on the following topics, and will be available in the fall:
   -Uniform Guidance
   -Advanced Budgeting
   -Advanced Project Management

2. RPPR's- Until further notice, RPPR's should be routed to the ORSP representative that is listed on the PAF.

3. The annual University of Michigan audit was just completed. There were no significant findings, although we may see some changes moving forward in regards to equipment and inventory control.

4. Procurement-

   Will have a Tier 2 meeting soon. Specific topics covered will be: Imaging, Role of Tier 2 related to UG, how to handle unexpected Tier 2 absences.

   There is still interest from the group for enhancements to the Purchase Request Form. Specifically, it should be locked to Tier 1's after submission, and Tier 2's should be able to edit.

   There continues to be issues with PO's that should be closed.

Training Grants Management:

   The group agreed that there would be value in developing a training course specifically for T32 post-award management. Additionally, developing a standard template that can be used to supplement M-Reports would be ideal.

NIH Cap and VA MoU:

1. Salaries over the NIH Cap that have effort in the NIHCP account – The Grants Review and Analysis Office is running quarterly checks to ask folks to clean out – there should only be **distribution** in the NIHCP program, no effort.

2. Salaries over the NIH Cap – Data is being organized to determine Sponsored Projects that seem to have been charged more than the NIH cap. Data will be sent to CDA's and PAAC for corrections.

3. VA MoU for 2016 is now done, and will be posted on the Grants Review and Analysis website soon. Updates include expanding the number of rows available for research projects (now 15) and more lines for Clinical / Teaching / Administration.

Open Discussion:

1. NIH transfer of accounts- seems to be going okay, no complaints from the PAAC group.

2. Closeouts-The group expressed concern related to several parts of the closeout process. Amanda Simon will follow-up to provide clarity about the requirement of documentation for goods/services that are charged to sponsored projects near the end date. Additionally, Kristie Beckon will be invited to a future PAAC meeting.

3. Invoice intake form for Accounts Receivable SCC- there is still interest from the group to have a form available. The current process is working, but would be better if it could be standardized.

4. Human Resources- The group discussed the new Employer Shared Responsibility (ESR) for temporary employee benefits. Staff from the Benefits Office will be invited to present at a future PAAC meeting.