



FOCUS ON RESEARCH Winter 2010 Newsletter

Office of Research Administration

Our Mission

The Office of Research Administration provides support to University faculty and staff in identifying funding opportunities, assisting with proposal development and the financial administration of awards in support of the University's scholarly activity and research mission.

In This Issue

*(Title at right
links to article)*

[ORA Rolls Out Cayuse for Web-based Submission to grants.gov](#)

[ORA Web Resources to Guide Your Proposal Submission](#)

[Sponsored Projects Awards Update](#)

[IN THE SPOTLIGHT: USDA, DURIP, Whiting Foundation,
UMass Life Sciences](#)

[Upcoming Opportunities: CCLI Redesigned](#)

[Learning from Experience: Budgets](#)

[SPINning Around](#)

[New Moves for Office of Research Administration](#)

[Time and Effort on Sponsored Projects](#)

[News from Grants.gov: NIH updates format](#)

ORA Rolls Out Cayuse for Web-based Submission to grants.gov

Pros:

[No more PDFs](#)

[Access from any
computer](#)

[Instant Validation](#)

[Auto-fill from PI and
institutional profiles](#)

Cons:

[Relatively none so
let's explore together!](#)

The University of Massachusetts Dartmouth is now using Cayuse, a system to system software program for preparing, reviewing, approving, and submitting federal grant applications electronically. Proposals are created in Cayuse and uploaded to grants.gov through Cayuse eliminating the need to create pdf forms. The majority of funding opportunities requiring grants.gov submission are available through Cayuse. Currently 18 federal agencies use grants.gov for submission. As of March 1, 2010 all UMD submissions that normally would use grants.gov submissions will be done through Cayuse.

Benefits of using Cayuse include the ability to download opportunities, creation of an institutional and individual profile eliminating the need to retype the data for subsequent submissions, electronic workflow and fewer errors in submitted proposals.

Cayuse performs sophisticated real time validations of applications detecting errors and warnings thus ensuring a clean application. Collaborators are also able to complete their portion of the proposal in Cayuse as well if desired.

Since Cayuse is a web based system capable of workflow, department chairs and deans will have the opportunity to review the electronic proposal during the approval process.

TO GET STARTED:

Go to: [Cayuse Login](#)

Login with your
UMDAR user name

Choose a password

Start your application

Guidance for using Cayuse can be found in the detailed [training modules](#) on the Cayuse web site (links will be added from ORA website too) and the [Cayuse User Reference Manual](#).

To give Cayuse a try go to the [Cayuse Login](#). Click on first time signing in and need a password (just below the sign in button). Use your UMDAR user name to create a password and then sign in again with your new password to open Cayuse. For help or to schedule a training session with ORA staff, please contact Julie Rodriques (julie.rodriques@umassd.edu or x8173).

ORA Web Resources to Guide Your Proposal Submission

ORA is in the process of updating the guidance and procedures found on the website and is working with CITS to reorganize and to post new guidance and forms on the website. The updates are in progress therefore if a referenced form or document cannot be located on the web; please contact ORA for a copy.

[Revised Proposal Guidelines](#)

[Proposal Preparation Guidelines](#) have been updated. Please review these guidelines as significant changes have been incorporated. The guidelines now include information regarding:

- PI eligibility
- general responsibilities
- budgetary information
- Guidance on the federal Office of Management and Budget Circular A-21 (Cost Accounting Principles for Institutes of Higher Education) requirements for allowability and allocability of costs to federal projects.
- Requirements for proposed cost share including a required committed cost share form

[Institutional Compliance](#)

The [Institutional Compliance](#) website has information on research involving human subjects or animal subjects, including deadlines for IRB or IACUC protocol review submission.

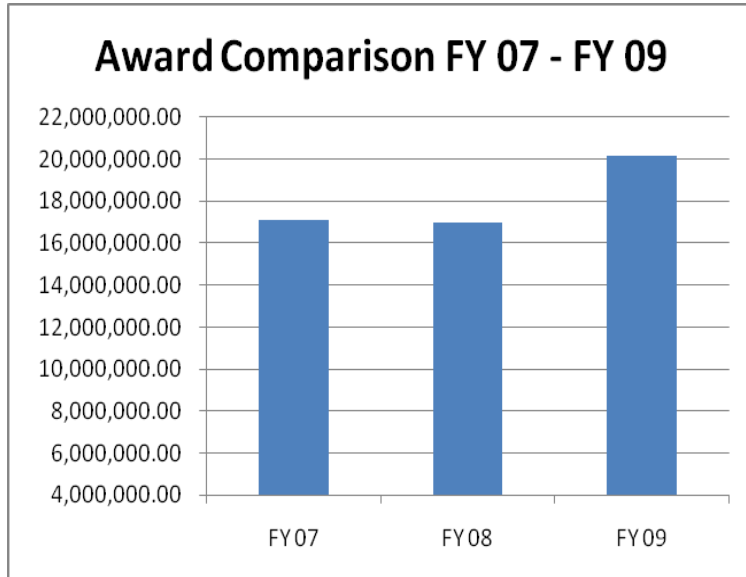
Future updates will include a detailed grant administration module.

Sponsored Projects Awards Update

These award figures include all awards received through sponsored projects including public service and training as well as research. The value of awards received during a given period is determined

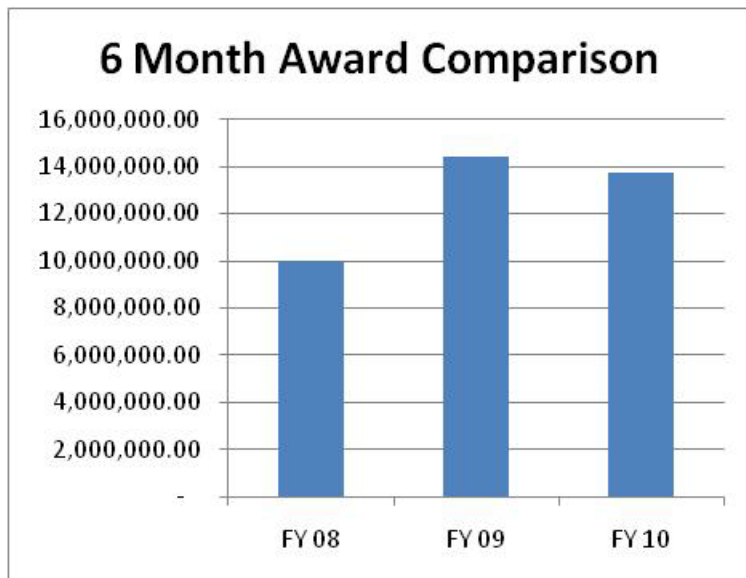
by the amount of funding released by the sponsoring agency. This amount may be different than the actual total award amount if funding is released incrementally.

FY 09 Awards Received After a slight decrease from FY2007 to FY2008 external funding in the form of new or continuing grants and contracts received by the University of Massachusetts Dartmouth increased by 19% from \$16,982,815 during FY2008 to \$20,133,810 in FY09. These awards include Research, Training/Instruction and Other Sponsored Activities.



FY10 Awards through December 31, 2009

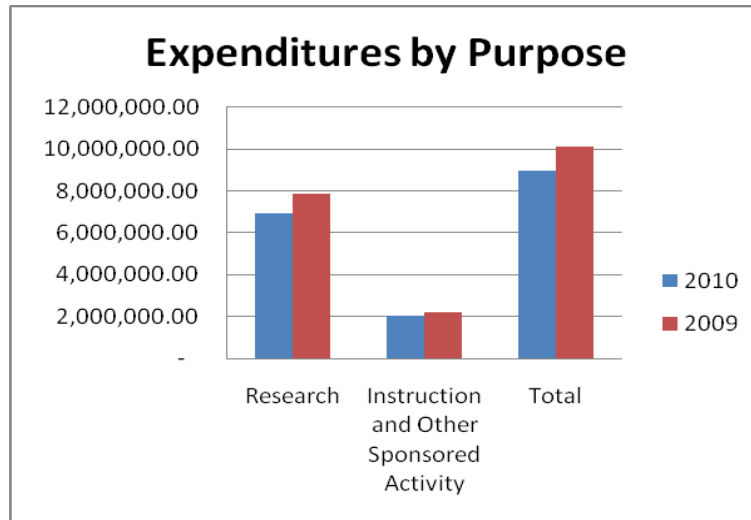
The amount of awards received through December 31, 2009 is \$13,708,780. This represents a decrease of 5% from the amount received for the same period in FY2008 and an increase of 30% over the amount received through December 31, 2007.



Expenditures

Total spending on externally sponsored projects decreased for the 6 month period ending December 31, 2009 as compared to the same period in FY 2009. Total spending was \$8.9 million for the period ending December 31, 2009 representing an 11% decrease from

\$10.1 million in FY 2009. The percentage of research to total expenditures remained steady at approximately 78% of the total in both years.



IN THE SPOTLIGHT: USDA, DURIP, Whiting Foundation, UMass Life Sciences

Biology: Bromage

Erin Bromage, Assistant Professor of Biology was awarded a \$375,000 grant by USDA's Agriculture and Food Research Institute (AFRI) for Animal Health and Well-Being. His proposal "Competition for anterior plasma cell niches determines the success of vaccines" was ranked outstanding/#1 by the peer review panel.

Mathematics/Physics:
Gottlieb, Fisher,
Heryudono, Khanna,
Kim & Wang

Not many PIs have their awards confirmed in the daily paper but **Sigal Gottlieb**, Professor of Mathematics, read about her Defense University Instrumentation Research Program (DURIP) funding in the Providence Daily Journal and said "I wonder if this counts as official notification?" Along with co-PIs **Robert Fisher** and **Guarav Khanna** in Physics and **Alfa Heryudono**, **Saeja Kim**, and **Cheng Wang** in Mathematics, she received a \$199,800 award from the Air Force to acquire a Tetra Scale Computing Cluster.

ECE: Li & Kassilingham

Also funded by DURIP through the Office of Naval Research is the "Instrumentation for RF/Photonics Testbed" proposed by **Yifei Li**, Assistant Professor of Electrical and Computer Engineering with co-PI Professor **Dayalan Kasilingam**. They will receive a \$242,187 investment in equipment for the RF/Photonics Lab.

Music: hartigan

royal hartigan has been awarded a travel grant of \$9,690 from the Marion and Jasper Whiting Foundation of Boston to further his research on Musical Styles and Cultural Contexts of the Philippine *Kalinga Gangsa* and the *Magindanaon Kulintang* Ensemble Traditions. The Whiting Foundation funds college and university teachers in the Northeast for international travel with an aim "to stimulate and broaden the minds of teachers so as to improve and enhance the quality of their instruction."

Rahbar Wins Life
Sciences Award

Nima Rahbar, Assistant Professor of Civil and Environmental Engineering, has been awarded a \$75,000 grant from the [Life](#)

[Sciences Moment Fund](#). This award is funded by the UMass Center for Clinical and Translational Science for projects that are inter-campus in orientation, each with a collaborator from the Worcester campus and directed towards life sciences projects related to clinical and translational research. Dr. Rahbar is working with Dr. Jie Song, in the Departments of Orthopedics and Cell Biology at University of Massachusetts Medical School to develop improved bone tissue scaffolding based on bioinspired polymers.

Stimulus Awards



Faculty members at UMass Dartmouth have received American Recovery and Reinvestment Act grants totaling \$1,910,285

UMD faculty members have requested more than \$22 million in ARRA grant funding, with nearly \$8 million pending and a few more proposals due for submission this spring.

Assistant Professor of Biology *Tracie Ferreira's* sponsored project through the Academic Research Enhancement Award was featured by the National Institute for Dental and Craniofacial Research. [Click photo to read the article.](#)

Upcoming Opportunities: CCLI Redesigned

Now It's TUES

The NSF grant program most PIs know as Course, Curriculum, and Laboratory Improvement (CCLI) has been re-titled Transforming Undergraduate Education in the Sciences (TUES) to reflect a new focus on projects that have the potential to transform STEM undergraduate education, for example, by bringing about widespread adoption of classroom practices that embody understanding of how students learn most effectively.

Transferability and dissemination are critical aspects for projects developing instructional materials and methods and should be considered throughout the project's lifetime. More advanced projects should involve efforts to facilitate adaptation at other sites.

Instrumentation and equipment requests are appropriate but should include information relative to their expected impact on student learning. Early stage projects typically carry the development of materials, and assessment of learning, to the stage where judgments can be made about whether further investment in the new materials or approaches is justified. Later stage projects should yield evaluation results sufficiently conclusive and descriptive so that successful products and processes can be adopted, distributed widely or, when appropriate, commercialized.

Due date for Type 1 projects, of up to \$250,000 in funding, is May 27, 2010. Due date for Type 2 projects, of up to \$600,000 for vertical or horizontal integration, is January 14, 2011

Reminder Limited Submissions

Whenever you are planning to apply for sponsored funding, please notify Mary Hensel or Michelle Plaud in ORA. This is especially true for RFPs that limit submission to one proposal per college or institution and occasionally one for the entire university system. If

there is widespread interest in a program, we will call for pre-proposals as in the case of NSF's Major Research Instrumentation Program, but if only two PIs or departments are interested, collaboration rather than competition may be possible.

Pre-proposals for limited submission are judged by degree to which they meet the sponsor's criteria and by their potential impact on University goals.

Learning from Experience: Budgets

Build your budget from scratch.	ORA encourages PIs to make their budgets as detailed and realistic and possible. PIs do not need to cut costs to meet a sponsor's average award or pad in fear that budgets will be trimmed during review. The reviewers will judge on the reasonableness of the budget for the work proposed and will reject a proposal where the scope seems too large for the funding requested.
Consider time it will take to do the work.	
Detail supplies and materials.	Associate Professor of Biology <i>Diego Bernal</i> received \$100,000 more than the average grant made in NOAA's Saltonstall Kennedy program for fisheries research. The strength of his budget narrative was cited in the following review.
Get quotes for equipment.	"The Co-PIs' request is more than the \$250,000 typically awarded to individual recipients. However, their budget justification lays out how the money would be spent and the steps the researchers have taken to collaborate to make a very aggressive research project affordable. . . Not funding or reducing the amount funded to this project might preclude the Co-PIs ability to conduct this valuable research. Therefore, I believe that the budget for this project is realistic and commensurate with the project needs and time frame and this project should be fully funded."
Base travel on known destinations.	

SPINning Around

The following grants recently showed up in SPIN searches.

[Climate Change Education Partnership Program: Phase 1](#) sponsored by the National Science Foundation; Letter of Intent due April 23.

[Learning and Leadership Grants](#) sponsored by the National Education Association Foundation; Due June 1 and October 1.

[Research Grants on Violence, Aggression Dominance in relation to social change](#) sponsored by the Harry Frank Guggenheim Foundation; Due August 1.

[National Endowment for Financial Literacy Research Program](#) sponsored by the National Endowment for Financial Education; Due late April and late October.

[Team Based Design in Biomedical Engineering Education](#) sponsored by NIH's National Institute of Biomedical Imaging and Bioengineering; Standard R25 due dates apply.

New Moves for Office of Research Administration

The Office of Research Administration has relocated to larger quarters in Foster 001; moving across the hall to space formerly occupied by Facilities (which in turn is now in Trailer #2 behind the Violette Research Building). The new space provides a much needed conference room and expanded storage for files, supplies and office equipment. ORA has consolidated from three rooms to two; Room 013 is still part of Research Administration and is where you'll find Paulette Deakin and Darlene Silva.

Staff Update

Julie (Letourneau) Rodriques has switched to the position of PeopleSoft Reporting Coordinator for the Office of Research Administration. Her new responsibilities include managing systems, testing and training for Research Administration. She is responsible for central administration of effort reporting, serves as PeopleSoft grant liaison to central and campus IT committees, prepares and submits ARRA reporting and other University financial reports and analysis, assist auditors and maintains sub-recipient monitoring.

Denise Henderson joins ORA taking Julie's place as Grant Manager serving SMAST, SEPPCE and the College of Nursing. Denise comes to us from the Office of Sponsored Programs Accounting at Tufts University. Denise brings state auditing experience and several years in grant management. She can be reached at x9112 or at dhenderson@umassd.edu.

Paulette Deakin is now Grant Manager for all departments of the Colleges of Visual and Performing Arts, Arts and Sciences and Engineering

Time and Effort on Sponsored Projects

ECRT Progress to Date

Fall 2009 - 53%

Summer 2009 - 84%

Spring 2009 - 90%

Fall 2008 - 98%

In the fall of 2008, faculty and program directors began certifying time and effort on sponsored projects through the online [ECRT](#) program. We need your help to make transition to e-certification a successful one. If you haven't certified your effort for the fall and would like help please contact Julie Rodriques in ORA at 8173 or julie.rodriques@umassd.edu. April 16 is the deadline for fall 2009 certification.

GOAL: 100% Certified

UMD's goal is 100% of time and effort certified. Why isn't 98% good enough? Because federal auditors are paying close attention to time and effort verification and incomplete or sloppy certification can be viewed as fraud. At the very least uncertified time may require a return of misspent funds and penalties; false certification may result in large fines and debarment for individuals and the institution.

Time and effort certification must accurately reflect the work that PIs, staff and students put into a project, whether paid for by the grant or offered as cost share. Effort committed within a budget period must be fulfilled, but within the period effort may vary. ECRT shows how much the grant paid for each project participant,

but effort certification is more than confirming payroll distribution. It is verifying that the salary charges shown were reasonable, given the work performed, and that the overall time commitment to the sponsor was met. It is possible to transfer salary costs after effort has been certified so that grant expenditures are consistent with time and effort. Thoughtful consideration of time and effort in the proposal development stage will help minimize these transfers.

Recent Upgrades

Changes have been made to make ECRT run more smoothly.

- Increased processing speed
- Availability of reports to PI's
- Implementation of the new HR system which has corrected cost transfer errors
- Alphabetizing your researchers in the group view screen

Tips and Tricks

Highlighted in Blue?

In your Certify My Researchers- Group View, if it's in **Blue** it's not for you. Those lines will represent either another PI's grant or a non-sponsored account. You will not be able to edit these lines or certify for them. If there is an error on one of these accounts please contact Julie Rodriques.

Committed Effort

When reviewing your effort card it is important to review the Committed Effort column. Committed effort is any effort promised to the sponsor. This goal can be met by actual payroll, cost share or a combination of both. If you believe the committed effort on your effort card is incorrect please contact Julie Rodriques to help you correct the issue. If your commitment is not met the column will be automatically recalculated and the system will expect you to 'make up' the difference in the upcoming periods. From an audit perspective this difference will be a red flag to Auditors therefore any deviation should be discussed with ORA or a note should be made in your effort card.

If you would like additional information regarding ECRT you can log onto the [ORA ECRT Website](#) .

News from Grants.gov: NIH updates format

12 page limit on Research Plan

Research Plan responds to review criteria

After a two year review, NIH has updated its applications to enhance the peer review process and better align the elements of the research plan with evaluation criteria. The new format was implemented January 25th for the majority of application types and will be universal as of May 23, 2010.

PIs will need to create impact with less space and detail. Research Plans for standard grants will be limited to 12 pages with an additional introductory page. Research Plans for Exploratory Grants (R21) will be limited to six pages with an additional

Biosketch includes Personal Statement

introductory page.

The biosketch now includes a personal statement which briefly describes why your experience and qualifications make you particularly well-suited for your role in the project. Be aware that since this information is project dependent, a standard biosketch may no longer be appropriate. In addition, NIH encourages applicants to limit the list of selected peer-reviewed publications or manuscripts in press to no more than 15.

[Details of Application Changes for Research Grants and Cooperative Agreements](#) describes in detail the changes to the entire application including the Research Plan and Biosketch. This helpful document lists each review criteria and specifies the section of the Research Plan where a response is anticipated.

All instructions for parent (R01, R21, R15 etc) applications have been reissued and PIs should refer to the latest version.

An advantage to the shift to Cayuse web-based submission is that all forms and instructions will reflect the latest versions. Since Cayuse verifies entries as you complete the application, you will know immediately if you are missing information that may not have been required in the past. However Cayuse will not reach into your documents to check if you have a personal statement in your biosketch or have addressed innovation in your research plan, so careful review of the proposal guidelines remains essential.

Credits

Joanne Zanella, Julie Rodriques and Mary Hensel. For further information please contact Mary at x8074 or mhensel@umassd.edu