

University of Vermont  
**Sponsored Programs News**

**From the Office of Sponsored Programs**

**Pre-Award Services**

**231 Rowell Building, 656-4067  
 340 Waterman Building, 656-3360**

**Research Protections Office**

**245 South Park, Colchester  
 656-5040**



**Take a break!**

Stretch your legs and get a cup of something to sip while you skim through our issue #3 for helpful information. Be on the lookout if you are a student researcher, an NIH awardee, an InfoEd user, a Department Administrator, a researcher with clinical trials or biosafety protocols or a faculty member looking for a sponsor.

**About Sponsored Programs News**

This newsletter is a publication of the University of Vermont, Office of Sponsored Programs. It is issued periodically throughout the academic year to provide grant-seekers information about potential sponsors, agency updates, grant policy changes, and University proposal submissions and awards.

Questions or comments should be directed to the editor: Hilda Alajajian, Grants Resources Specialist, [Hilda.Alajajian@uvm.edu](mailto:Hilda.Alajajian@uvm.edu).

**Student Research Conference**

The Office of the Vice President for Research and Graduate Studies is sponsoring a campus-wide, day-long University of Vermont Student Research Conference (UVM SRC) scheduled for Thursday, April 17, 2008 in the Dudley H. Davis Center. All UVM undergraduate and graduate students conducting a research or creative project under the supervision of a UVM faculty member are invited. For more information and an application form see:

<http://www.uvm.edu/~uvmsrc/>

**Policy & procedure**

**NIH PUBLIC ACCESS POLICY**

UVM investigators publishing peer-reviewed articles that are the result of NIH-funded awards will now be required to comply with the *NIH Policy on Enhancing Public Access to Archived Publications Resulting from NIH-Funded Research*.

Specifics of the policy include:

- You must submit (or have submitted for you) to the National Library of Medicine's PubMed Central (PMC) an electronic version of your final, peer-reviewed manuscripts upon acceptance for publication • This applies to all peer-reviewed articles that arise, in whole or in part, from direct costs funded by NIH <sup>1</sup> that are accepted for publication on or after April 7, 2008;
- You must ensure that publishing or copyright agreements allow you to comply with this Policy.
- Beginning May 25, 2008, NIH proposals or progress reports must include the PMC or NIH Manuscript Submission reference number when citing applicable articles that arise from NIH-funded research.

While some publishers will send manuscripts to *PubMed Central* on your behalf, some unhappy publishers may be disinclined to make it easy for compliance, so you will want to carefully check your publication contracts and request

changes if required. The library community is providing helpful information.

See:

Bailey Howe Library:

<http://library.uvm.edu/nucleus/LibNews.php?itemid=222>

Association of Research Libraries:

<http://www.arl.org/sc/implement/nih/guide/index.shtml>



## Department

### Administrator's Meetings

OSP Research Administrators have announced the following dates and

topics for the monthly Department

Administrators meetings:

March 11 - GCAS Accounting Codes and Federal Electronic Submission Tools

April 8 - Effort Reporting

May 13 - Electronic Routing of Proposals

June 10 - Conference and Event Services

### GRANTSMANSHIP TIP

Looking for smaller amounts of funding with possibly less paperwork involved? Search the SPIN Database for funding opportunities and specify that you want to exclude federal sponsors. You can also exclude from your search results, a specific sponsor such as the National Science Foundation or the National Institutes of Health. Contact Hilda Alajajian at 656-3360 for help in using this tool.

## Agency updates

### NELLIE MAE EDUCATION FOUNDATION

The president of the NMEF has recently announced the next stage and phase of its grant programs. The new grant agenda will provide a total of approximately \$15 million per year for the following five new program initiatives: Early Learning; Time for Learning; Pathways to Higher Learning; Adult Learning; and Systems Building. NMEF's mission is to promote accessibility, quality, and effectiveness of education, especially for underserved populations, in the six New

England states. For more information see:

<http://www.nmefdn.org/>

## News from OSP's Research Protections Office (RPO)

### CLINICAL TRIALS REGISTRATION: WHAT YOU NEED TO KNOW!

There are two different clinical trial registry mandates:

- 1) International Committee of Medical Journal Editors (ICMJE)
  - Required as a **condition for publication** of trial results
  - Clinical research studies must be entered in a public registry before subject enrollment
  - See definition of clinical trial in the link below
- 2) FDA
  - Enacted as **law with penalties**
  - See link below for types of trials requiring registration and timing of registration
  - Types of trials required have recently expanded and number of data elements increased

**Where should a clinical trial be registered? Who is responsible? What is the process for registering a clinical trial? Who do I call if I have questions?**

All of these questions and more are answered in the document entitled: "**Clinical Trials Registration Information**" which can be found on the front page of our [website at:](http://www.uvm.edu/~irb/) <http://www.uvm.edu/~irb/>

## NEWS REGARDING BIOSAFETY PROTOCOLS

### Thank you for your help

UVM's Institutional Biosafety Committee (IBC) over the last year has re-reviewed all ongoing research projects that utilize hazardous materials. This re-review included laboratory site visits by UVM's Biosafety Coordinator.

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This was a huge undertaking for all involved. We appreciate your cooperation and patience with this endeavor.

**Electronic correspondence is now a reality!**

We are now ready to send all IBC committee correspondence via email. First RPO staff will need to validate researchers' email addresses. To accomplish this validation, you will receive a test email in which we ask that you reply to sender. This will validate for us that the address we have in InfoEd is the appropriate address for you. Once this validation is complete, you will begin to receive correspondence electronically. You will not receive hard copies of those letters that you receive via email so you should be vigilant about reviewing your email. You may reply to clarification letters via email at this time, however all new protocol submissions must continue to be submitted on paper until we have the electronic protocol in place. Please contact [Kay.Fay@uvm.edu](mailto:Kay.Fay@uvm.edu) with any technical problems that you may encounter or if you wish to have a different email address used.



**InfoEd corner**

Many of you have at least minimal experience with InfoEd – our office's integrated system for doing business. This month we have several important changes to announce.

On January 17, 2008 we upgraded to InfoEd Version 10, which comes with a new look and new navigations. To view a new Job Aid – “Locate a Proposal: Navigating the New Portal View in InfoEd.” go to:

<http://www.uvm.edu/~infoed/JobAids/LocateProposal.pdf>

**UVM NETID FOR INFOED ACCESS**

On February 26, you will be able to log into your InfoEd profile using your UVM netID and password. All other passwords and usernames will be no longer necessary.

**INFOED HELPLINE FOOTPRINTS**

Our InfoEd team has developed a web-based online tool as an additional way to submit InfoEd questions to our support staff. A new InfoEd Helpline Footprints hyperlink has been created and added to the existing University Footprints webpage where you can submit questions or issues regarding the InfoEd proposal system. All submissions are automatically logged and immediately forwarded to an InfoEd Specialist for review and resolution. Simply, go to: <https://footprints.uvm.edu> and click on “InfoEd Helpline”. Our team is always here to help.

In order to keep you posted about these and other InfoEd latest developments, job aids and user support, visit the Electronic Research Administration Portal ( eRAP ) link on the left hand side menu of our OSP homepage.

**Did you know?** UVM is at the forefront of InfoEd software implementation? UVM's InfoEd System-to-System submission of over 100 NIH proposals this year was more than any other institution in the entire country. In addition, UVM's Research Protection Office is the first in the country to be implementing the InfoEd Biosafety module.

## FEATURED TOPIC

by Ruth Farrell, Associate Vice President for Research Administration

### UVM's Sponsored Research Conflict of Interest Policy

#### *About the UVM policy*

The UVM policy, entitled *Policy on Related Significant Financial Interest in Research and Scholarly Activity*, requires that all *investigators* working on funded research projects at UVM complete a form disclosing financial interests that are both *significant* and *related* to their research and update the disclosures annually.

It is important to understand the terminology used when reviewing this policy. The term *investigator* refers to any person at the University who is responsible for the design, conduct, or reporting of the research proposed for funding. Typically this will include the principal investigator and co-investigators.

An interest is *significant* if it has a value of \$10,000 or more, or comprises a 5% or more ownership in an outside entity. A *related* interest is one that would appear to a reasonably objective observer to be one that could be affected by, or could affect, the project.

A university committee reviews positive disclosures and, working with the investigators involved, develops a plan to reduce or manage the conflict before the research funding is accepted.

The policy is available through the OSP website, along with FAQs and related information. (Select *Conflict of Interest Policies* from the list on the left at <http://www.uvm.edu/osp/>)

#### *Changes coming for the disclosure process*

Right now, disclosure forms are included in the OSP routing packet or available through the OSP web site and investigators forward these forms to OSP during the proposal submission process.

OSP has recently developed an on-line form intended to make this process easier for investigators to make disclosures and easier for the University to track. We are currently beta testing the form with a few investigators and will be releasing it campus-wide before the end of June.

New features will include:

- A secure web interface for disclosures,
- Forms pre-filled with basic information (name, department, funded projects, etc.),
- Email alerts when disclosures are due.

Like all changes, there may be some bumps along the way as we all get used to new processes. We look forward to your cooperation and feedback and believe that in the end we will have a user-friendly system that helps the University stay in compliance with federal regulations.

## EVENTS and OSP CALENDAR

<b>Next CHRMS (Committee on Human Research in the Medical Sciences) submission deadline</b> (view full mtg. schedule) <a href="http://www.uvm.edu/irb/reference/sect16-meet-dateMS.pdf">http://www.uvm.edu/irb/reference/sect16-meet-dateMS.pdf</a>	<b>March 5, 2007</b>
<b>Next IACUC (Institutional Animal Care and Use Committee) submission deadline</b> (view full mtg. schedule) <a href="http://www.uvm.edu/iacuc/iacucforms/MEETDATE.707.doc">http://www.uvm.edu/iacuc/iacucforms/MEETDATE.707.doc</a>	<b>March 10, 2008</b>
<b>Next Departmental Administrators' Meeting</b> (topic: GCAS Accounting Codes and Federal Electronic Submission Tools)	<b>March 11, 2008</b>
<b>Next National Institutes of Health (NIH) Regional Seminar (San Antonio TX)</b> (view upcoming seminars and details) <a href="http://grants.nih.gov/grants/seminars.htm">http://grants.nih.gov/grants/seminars.htm</a>	<b>March 25-27, 2008</b>
<b>Next IBC (Institutional Biosafety Committee) submission deadline</b> (completed Risk Assessment due prior to submitting to IBC) (view full mtg. schedule) <a href="http://www.uvm.edu/~ibc/uvminfo/meetdate_IBC_07-08.doc">http://www.uvm.edu/~ibc/uvminfo/meetdate_IBC_07-08.doc</a>	<b>March 25, 2008</b>
<b>Next CHRBS (Comm. on Human Research in the Behavioral Sciences) submission deadline</b> (view full mtg. schedule) <a href="http://www.uvm.edu/irb/reference/sect16-meet-dateBS.pdf">http://www.uvm.edu/irb/reference/sect16-meet-dateBS.pdf</a>	<b>March 26, 2008</b>
<b>Next National Science Foundation (NSF) Regional Grants Conference</b> (view upcoming conferences and details) <a href="http://www.nsf.gov/bfa/dias/policy/outreach.jsp">http://www.nsf.gov/bfa/dias/policy/outreach.jsp</a>	<b>April 7-8, 2008</b>
<b>University of Vermont Student Research Conference (UVM SRC)</b> (for more information) <a href="http://www.uvm.edu/~uvmsrc/">http://www.uvm.edu/~uvmsrc/</a>	<b>April 17, 2008</b>