

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**

Welcome!

To welcome new and returning faculty, staff and students to a new academic year we have devoted this issue of Sponsored Programs News to many of the time-saving tools and resources our office and staff provide. Our Director, Research Administrators, Research Protections Staff, InfoEd Implementation Team and Technology Transfer Staff have all contributed a variety of resources to aid you in the task of successful grantsmanship, including:

- FY '08 Sponsored Program Activity Report
- Guidance on important policies
- An export control decision tree
- Grants.gov training
- Redesigned InfoEd website with step-by-step guides
- New website for UVM inventors
- Quick Compliance Guide
- Choice tools for grantseeking

OSP's Annual Activity Report

We are very pleased to make available the University's Fiscal Year 2008 Sponsored Programs Activity Report summarizing the University's awarded grants and contracts. The report, as well as detailed tables that underlie the summary information, are available in Excel format on OSP's website at <http://osp.uvm.edu/> under "Reports."

In FY '08 the University received 718 awards from external sponsors for research,

scholarship, instructional and related activities totaling just over \$122 million.

While the awarded dollars provide a convenient marker of success for our sponsored programs activity, the dollars are simply representative of the tremendous productivity and accomplishment of our faculty in their research and research related activities. Underlying these statistics are internationally recognized research successes, superb scholarship, innovative instructional programs, and activities that provide critical service to the citizens of Vermont.

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, Grant Resources Specialist, Hilda.Alajajian@uvm.edu.

New Addition to Technology Transfer Office

Steve Wernicki has recently joined UVM's tech transfer office in the position of Technology Transfer and Industry Agreement Officer. He will be working closely with OSP in negotiating industrial sponsored research agreements. Steve comes to us from Partners

(Mass General Hospital) where he was a senior manager focusing on electronics, software and devices. Prior to that he worked for ten years at the Naval Undersea Warfare Center where he was an Engineering Supervisor/Intellectual Property Manager. In addition to licensing at these places, Steve has gained extensive experience in simulation applications. He has a Bachelor of Science in Electrical Engineering from Worcester Polytechnic Institute, a Masters in Public Administration, and is a registered patent attorney. Welcome Steve!

Policy & Procedure

One of OSP's responsibilities is to sort out and help you navigate agency and university policies. You will find links directly from our homepage <http://www.uvm.edu/~ospuvm/> to some of the most pertinent and applicable policies and guides including:

- Research conflict of interest
- Responsible Conduct of Research
- Export Controls - License Decision Tree
- Quick Compliance Guide

For recently announced or updated policies check our "News and Events" and "Current Topics" at <http://www.uvm.edu/~ospuvm/> which include these recent postings:

- NIH Concurrent Support from Mentored Career Development Awards
- NIH Public Access Policy
- Measurable Effort & Cost Sharing

Quick Compliance Guide

As you are aware, requesting and accepting funding for a sponsored project places numerous responsibilities on investigators to insure that all necessary compliance requirements are met. OSP has developed a quick guide to help you meet your compliance requirements. The guide, touching on thirteen compliance requirements, is designed to provide a quick reference tool for researchers. It is available at

http://www.uvm.edu/~ospuvm/OSP_Main_Menu/ComplianceGuide.pdf

Export Control Decision Tree Now Available

The recent conviction of J. Reece Roth, a retired professor of electrical and computer engineering at the University of Tennessee at Knoxville, for multiple violations of the Arms Export Control Act (See *Chronicle of Higher Education*, September 4, 2008) underscores the necessity for universities to pay careful attention to export control laws. Mr. Roth was convicted of passing sensitive information to two research assistants who were foreign nationals, and of illegally carrying sensitive information on his laptop computer and disclosing some of it in lectures abroad.

Export control regulations are complex and difficult to navigate. In many cases they prohibit sharing technical data that one would not normally consider to be sensitive or defense-related. We at OSP are pleased that we now are able to provide faculty researchers with a tool to help navigate these intricate laws – the **Export Control Decision Tree**. The decision tree guides you through a series of questions where your response will be either "Yes" or "No," leading to a determination of whether or not an export control license may be necessary for your particular situation. The tree may be accessed through OSP's web site at <http://www.uvm.edu/~export/>.

Many thanks to Stanford University for allowing us to use its content and design for the decision tree and to Roger Aspinall for his work in adapting it for the University's web site and our local policies

Reminder: NIH Prior Approvals

While most of the University's NIH grants are under *Expanded Authorities*, eliminating the need for prior approval for most budget changes, NIH still requires prior approval before making changes that NIH considers changes in project scope.

The *NIH Grant Policy Statement* lists the following actions as those requiring approval before they are made.

- Change in the specific aims approved at the time of award.
- Substitution of one animal model for another.
- Any change from the approved use of animals or human subjects.
- Shift of the research emphasis from one disease area to another.
- Application of a new technology, e.g., changing assays from those approved to a different type of assay.
- Transfer of the performance of substantive programmatic work to a third party if the third party is a foreign component.
- The following changes in the involvement of the principal investigator or other key personnel named in the award notice:
Withdrawal from the project entirely, an absence from the project during any continuous period of three-months or more, or reduction in time devoted to the project by twenty-five percent or more from the level that was approved when the project was awarded.

Prior approvals may be requested by an email from a University Authorized Official to the project's Grants Management Officer. If you would like to request prior approval for any of the changes mentioned above, please be in touch with your OSP Pre-Award Services administrator. Your administrator will advise you on the content of the email request, review it, and forward it to the University's Authorized Official who will send it on to NIH.

Grants.gov Training

Grant seekers can now easily access information on and apply for thousands of grants through one secure internet source managed by the government. Grants.Gov is here! 100% of grant opportunities offered by

all twenty-six Federal grant-making agencies are now available through www.grants.gov. Many of these agencies are now accepting applications using this on-line system. The Pre-Award Services (PAS) unit of the Office of Sponsored Programs now submits many grant applications through the Grants.gov portal. Not all funding agencies are accepting applications through Grants.gov yet, but it's not too early to begin making the transition to this new process. PAS is willing to offer training sessions for faculty and administrative staff interested in learning more about proposal preparation and submission using Grants.Gov. Training sessions can be customized to suit a particular program interest or specific agency's requirements. General information sessions can be arranged to present an overview of the application process, a review of the elements of an application and to answer any questions attendees might have. Hands-on lab training sessions to allow individuals to sit in front of a computer, open an application package and prepare a sample application can also be arranged.

Please contact Brenda Maglaris at 656-3360 or Brenda.maglaris@uvm.edu to arrange a training session for faculty and staff involved with Grants.gov application preparation. Group sessions are most welcome.

GRANTSMANSHIP TIP

Exemplify good grantsmanship to your **undergraduate students** by encouraging them to be aware and take advantage of several excellent UVM grant programs such as HELIX, URECA, APLE and FUSE. Deadlines for these programs are usually early on in either or both semesters. See our UVM Internal Grants webpage for a listing and links at:

http://www.uvm.edu/~ospvum/?Page=Funding_Opportunities/uvmgrant.htm#Students

InfoEd Corner

Currently investigators are using InfoEd tools to submit NIH proposals and to access the SPIN funding information database along with it's automated alert service called SMARTS.

The InfoEd implementation team has redesigned and expanded the “electronic research administration” menu tab located on on the left hand side of the OSP homepage, into a more user-friendly structure for the various InfoEd functions we use. The menu tab is now simply called InfoEd. The site is divided into three general sections and 4 module-specific sections to easily target your informational needs. Each section includes one or more of the following features: a brief description, step-by-step guides, and FAQs .

You will find the step-by-step guides to be handy tools for self service. If you're just getting started at UVM, you might want to explore the general sections to get an overview of the InfoEd software tools and where we are in the timeline of their implementation. New and returning faculty might like to explore the Find Funding section for a host of tools to aid in identifying grant opportunities. For those of you ready to submit NIH proposals, the Proposal section gives step-by-step guides that walk you through the submission process. The new InfoEd webpage is located on our homepage at: <http://www.uvm.edu/~ospuvml/>

News from the Research Protections Office

In the past, the RPO Committees (IACUC, IBC, IRBs) have given a single certification of approval for institutional training grants that were awarded to UVM through a process we called “administrative review.” This process was based on the requirement of certain federal sponsors for a single certification that all the individual research protocols named in the institutional training grant application had been

reviewed and approved by the appropriate committee. Over the years, we have found that this certification is no longer required.

The research that trainees are involved in changes over the life of a project and any approval is only a “snapshot” in time. What is important to the funding agency is that the institution provides assurance that all projects a trainee will work on have been appropriately reviewed and approved. This assurance does not need to be in the form of a single IRB or IACUC certification of approval.

Because this administrative review activity is no longer necessary we are phasing out single protocols associated with institutional training grants. We will notify individual investigators with training grants of the protocols for which they will no longer be required to complete and submit continuing review paperwork and the files will be closed.

Principal investigators of training grants, however, are still required to provide the funding agency with a list of the projects and approval dates that trainees are working on with their annual progress report. The Research Protections Office can assist you with obtaining protocol approval information if you submit a list of protocols as follows for our completion:

CHRMS CHRBS IACUC IBC Numbers	PI	Protocol Title	Committee Approval Date (completed by RPO)

Please call (656-5040) or email (rpo@uvm.edu) the Research Protections Office if you have any questions about this change.

FEATURED TOPIC

by Hilda Alajajian, Grant Resources Specialist

Wise Grantsmanship Requires Choice Tools

At a recent grant proposal writing workshop, the presenter commented that finding a sponsor has never been easier with the advent of electronic databases and alert services. This presenter was not just a research administrator but also a successful researcher and recipient of many grant awards.

Whether you are a seasoned scholar or an early career faculty member, taking the time to survey and select a few choice grantsmanship tools will be a wise investment of just a small portion of your time and effort. Depending on your funding needs and your knowledge of which sponsors might be a good match, consider whether one or more of the following tools might be a wise choice for you.

While it may be true that some disciplines are funded more heavily than others, the electronic **Databases of Funding Information, such as SPIN, COS and IRIS**

http://www.uvm.edu/~ospuvm/?Page=Funding_Opportunities/GrantSeekingTools.htm&SM=Funding_Opportunities/fundingmenu.html include opportunities for just about any discipline ranging from the Arts and Humanities to the Medical Sciences and everything in between. UVM subscribes to all three, and because there is much duplication, you can choose to search any or all that seem to best meet your needs. The beauty of these databases is that with one search you scan thousands of opportunities from a wide variety of sponsor types. OSP provides convenient self-help instructions and tips on the OSP website for conducting searches in any of these databases. For projects with a Vermont focus, the **Vermont Directory of Foundations Online** <http://fdovermont.foundationcenter.org/> is a free searchable database which we link to on our website.

UVM faculty and staff have at their disposal several **Alert Services**

http://www.uvm.edu/~ospuvm/?Page=Funding_Opportunities/alert_services.htm&SM=Funding_Opportunities/fundingmenu.html that automatically send funding information to their e-mail accounts. Some of these services require simply signing up (NIH Guide for Grants and Contracts and Grants.gov) while others require the additional small effort of filling out a profile (SMARTS associated with SPIN, IRIS Alert Service and the National Science Foundation Update service). Subscribing to one or more of these can result in time-saving, valuable, leads for funding opportunities.

Our subscription to the **GrantAdvisor Plus** (<http://www.grantadvisor.com/>) offers an easy-to-use, campus-wide, on-line monthly newsletter of 20 to 25 grant opportunities from federal agencies (except NIH) as well as non-federal sponsors. It also includes links to more than 300 listings of grant and fellowship programs for the upcoming four months, organized into eight academic divisions (fine arts, humanities, sciences, social sciences, education, international, health related, unrestricted/other). This is valuable for a quick overview of immediate opportunities.

Every year the University of Vermont offers **Internal Grant Funds** to faculty and students through several of its colleges, departments, centers and offices. These funds support short-term research, professional development, travel, campus and community projects, seed money, interim research, pilot projects and outreach activities. If this type of support might be a good match for you, check our listings at:

http://www.uvm.edu/~ospuvm/?Page=Funding_Opportunities/uvmgrant.htm

Contact our **Grant Resources Specialist**, Hilda Alajajian at 656-3360 or Hilda.Alajajian@uvm.edu for training, questions or to conduct searches.

For access to all of these tools and others, visit the **OSP website: <http://www.uvm.edu/~ospuvm/>**

OTT New Website for Inventors

The Office of Technology Transfer recently announced the completion of their new website developed to reflect suggestions gathered from a survey of UVM inventors. The new site offers more tools to provide better ways to collaborate with the OTT staff and get the information and assistance you need.

Some of the new features to explore include:

- Current OTT News with recent UVM licensing activity and other newsworthy topics;
- Interactive PDFs which facilitate the electronic tech transfer process by allowing you to save, revise, print, and digitally sign the completed forms;

- a Comprehensive FAQ Page which answers more questions and is now organized logically, following the sequence of steps in the tech transfer process; and
- a Schematic Diagram which is designed to help everyone, especially those new to UVM's community of inventors, understand the major steps in the tech transfer process. Each level of the diagram clicks through to a plain-language description of the relevant step.

<http://www.uvm.edu/~techtran/new.html>



EVENTS and OSP CALENDAR

Next CHRBS (Comm. on Human Research in the Behavioral Sciences) submission deadline (view full mtg. schedule) http://www.uvm.edu/irb/reference/sect16-meet-dateBS.pdf	September 24, 2008
Next IBC (Institutional Biosafety Committee) submission deadline (completed Risk Assessment due 2 weeks prior to submitting to IBC) (view full mtg. schedule) http://www.uvm.edu/~ibc/uvminfo/deadlineandmeetingdates.pdf	September 30 , 2008
Next CHRMS (Committee on Human Research in the Medical Sciences) submission deadline (view full mtg. schedule) http://www.uvm.edu/irb/reference/sect16-meet-dateMS.pdf	October 1, 2008
Next IACUC (Institutional Animal Care and Use Committee) submission deadline (view full mtg. schedule) http://www.uvm.edu/~iacuc/uvminfo/deadlineandmeetingdates.pdf	October 13, 2008
Next Departmental Administrators' Meeting (topic: Subcontracts: Preaward and Postaward)	October 14, 2008
Next National Institutes of Health (NIH) Regional Seminar (San Antonio TX) (view upcoming seminars and details) http://grants.nih.gov/grants/seminars.htm	TBA
Next National Science Foundation (NSF) Regional Grants Conference (view upcoming conferences and details) http://www.nsf.gov/bfa/dias/policy/outreach.jsp	October 20-21, 2008