The UNIVERSITY of VERMONT

PRE-AWARD SERVICES
OFFICE OF SPONSORED PROGRAMS
BURLINGTON, VT 05405

To:	**Research Faculty and Department Administrators**
From:	**Beverly Blakeney, Director, OSP Pre-Award Services**
Re:	**UVM to Launch the InfoEd Proposal Development System for NIH Proposals**
Date:	**April 13, 2007**

As most in the research community are aware, the National Institutes of Health (NIH) have been moving progressively toward an electronic proposal submission process, using the Grants.gov system as its sole means of accepting grant proposals.

In response to this general trend towards a paperless grants environment, UVM purchased the InfoEd Enterprise System. For the past year, the Office of Sponsored Programs (OSP) has been testing and configuring the system to meet UVM's data and compliance needs.

InfoEd Enterprise System

InfoEd's web-based system will allow UVM to capture essential administrative data at the time of submission by initiating a seamless flow of information into a centralized database. InfoEd will also provide investigators and staff with real-time, electronic access to information about their grants from any remote location.

Over the last two months, OSP's Pre-Award Services (PAS) staff has worked closely with Principal Investigators and Department Administrators across UVM to pilot and beta test the InfoEd Proposal Development system. This testing was a success and we are now ready to deploy InfoEd PD for NIH electronic proposals.

This pilot and beta testing confirms that PD offers several distinct advantages over the PureEdge software currently provided by Grants.gov – advantages which significantly ease the administrative burden in the proposal development process.

- The PD web-based application is designed to run efficiently on both PC and Mac platforms.
- As a web-based system, PD lets collaborators work simultaneously on the proposal, making real time changes. This means we need not exercise the careful version control we found necessary with PureEdge proposals.
- InfoEd databases supply necessary personnel and institutional data, eliminating the need to locate and manually input the data onto proposal forms.
- Users upload proposal documents in original file format, eliminating the need to convert documents to PDF files.

- PD has internal data validations based on the specific submission mechanisms, which reduces chances of validation errors at Grants.gov and NIH eRA Commons.

Deployment of InfoEd Proposal Development System for NIH electronic submissions

Starting with the NIH June and July 2007 submission cycles, InfoEd will be deployed as UVM's single means to develop and submit NIH proposals that are designated by NIH as mandatory electronic submissions.

When deployed, InfoEd will be UVM's exclusive mechanism for developing and submitting proposals to the NIH, and PAS will no longer use or accept PureEdge files for these proposals.

Training Plan

PAS will begin twice weekly hands-on training sessions starting April 9, 2007. Anyone planning to submit an initial proposal to NIH (new, revision, resubmission or renewal) in the June/July submission cycle should plan to attend these one hour sessions. More information about InfoEd PD deployment can be found on UVM's e-RAP web site at http://www.uvm.edu/~infoed/.

Please feel free to contact me, Cathy Ruley or your PAS Research Administrator with any question you have. Additional detailed information about the deployment of InfoEd PD will be forthcoming.

Information Contacts:

Beverly Blakeney, Director, Pre-Award Services, Beverly.Blakeney@uvm.edu
Cathy Ruley, InfoEd Project Team Member, Catherine.Ruley@uvm.edu
Julie Macy, Research Administrator, Julie.Macy@uvm.edu
Dayna LeDuc, Research Administrator, Dayna.LeDuc@uvm.edu
Sarah Cooley, Research Administrator, Sarah.Cooley@uvm.edu
Eugenie Chao, Research Administrator, Eugenie.Chao@uvm.edu