eRA Update

Barbara Inderwiesche, Assistant Director, eRA
Alison Yeung, Business Analyst
Jonathan Lew, eRA Officer
Last KC Deploy – 10/21/2015

- Change in routing rules routes proposals to groups

- SPA Departmental Assignment Website

<table>
<thead>
<tr>
<th>Unit Name</th>
<th>Group</th>
<th>Reviewing Officer</th>
<th>Final SOW?</th>
</tr>
</thead>
<tbody>
<tr>
<td>CY</td>
<td>Federal Officers</td>
<td>RAMIREZ, JASMIN</td>
<td>No</td>
</tr>
<tr>
<td>EVO BIO</td>
<td>Federal Officers</td>
<td>GAINES, ROCQUAEL</td>
<td>Yes</td>
</tr>
<tr>
<td>RVIGES</td>
<td>Industry Clinical</td>
<td>KARCHMER, HUGH</td>
<td>No</td>
</tr>
</tbody>
</table>

Sponsored Projects Departmental Assignment

Please select a department from the dropdown below to see staff information.

BIO SCI-DEV & CELL BIO

<table>
<thead>
<tr>
<th>Name</th>
<th>Phone</th>
<th>Title</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>JEFFREY WARNER</td>
<td>(949) 824-3171</td>
<td>Principal Officer</td>
<td><a href="mailto:warnerj@uci.edu">warnerj@uci.edu</a></td>
</tr>
<tr>
<td>SHELLEY SCALLAN</td>
<td>(949) 824-2644</td>
<td>Federal Officer</td>
<td><a href="mailto:sscallan@uci.edu">sscallan@uci.edu</a></td>
</tr>
</tbody>
</table>
Next KC Deploy – Next Wednesday: December 16, 2015

• F&A Rate Type
  – Added “none”
  – Default “select” and a required field

• Renamed Key Personnel tab to Personnel
Next KC Deploy – Next Wednesday: December 16, 2015

- New roles for PHS proposals
  - PI/Contact
  - PI/Multiple
  - Co-Investigator
  - Key Person
    - Only PI’s have to certify/approve. All other roles do not.

- New roles for Other Sponsors
  - Principal Investigator
  - Co-PI
  - Key Person
    - Only Principal Investigators have to certify/approve. All other roles do not.

- Dynamic definitions of personnel roles based on sponsor
Drag and Drop

• An option for attaching documents in KC (demo)
KC Project Updates
Proposal Cleanup Project

• “Finalize” process
  – What is this and why is it important?
    • Data Warehouse, department numbers, UCOP reporting

• Proposals currently not finalized
  – Check your Action List!

• Developing regular processes for followup
Research Administration Data Warehouse

• Research Administration data in Cognos
  – Similar to Decision Support Services (DSS)
• Converting Annual Reports
• Identifying common report requests and campus needs
• Converting current data warehouse (sponsored projects adhoc queries) to Cognos
• Research Administration data dashboard
• Timeline: Now-06/30/2017
KC Award and Subaward Modules

• Fit gap analysis and gathering business process flows
• Integration with KC Proposal Development
• Integration with KFS
• Will track reporting requirements, terms and conditions, funding levels, detailed budget
• Timeline: Now – 06/30/2017
KC Negotiation Module

• Purpose
  – Status of award/agreement processing
  – Track receipt date, status, negotiation start and end dates, etc
  – Faculty, management, and administrators
  – Integration with KC Proposal Development and KC Award

• Status
  – 01/01/2016-03/30/2016: Pilot with SPA Officers and Management and create SOPs
  – 04/01/2016: Campus communication and training
KC Conflict of Interest Module

• Phase I:
  – New PHS and NSF Proposals
  – Continuing PHS Awards
  – Removing COI forms 800 and 900
  – Investigators will be prompted to answer “screening questionnaire” in KC COI in lieu of filling out, signing and submitting the COI form 800 or 900

• Timeline: Now – 06/30/2016
  – End to End testing
  – Huge communication and training effort
Cayuse 424

Alison Yeung, Business Analyst
Cayuse 424

- Web-based system-to-system alternative to the SF424
- Solution for package creation/validation
- Single Sign On with UCI Net ID
- Direct and instant transmission to grants.gov
- Efficient and accurate submission of high volume of proposals
- Real-time error checking
- Extensive auto-fill capabilities
Cayuse 424 @ UCI

• Who has been on-boarded?
  • Beckman Laser Institute
  • School of Medicine
  • Nursing
  • Public Health
  • Pharmaceutical Science
  • Neurobiology & Behavior
  • School of Social Sciences
  • School of ICS
  • School of Engineering
  • More people using Cayuse 424 ??

• Who is actually using Cayuse 424 instead of SF424?
  • ?????
  • Some 😊 But not everyone…
Cayuse 424 @ UCI

~140 Proposals currently submitted in Cayuse (Jun-Dec)

Upcoming (December):
- 24 NIH
- 4 NIJ
- 2 Subk
- 3 DoD
- 35 Abandoned
15% of PIs submitted or plan to submit 2 or more* proposals during this time.

- *Most proposals submitted by repeat PIs had different deadlines.
>800 Proposals submitted to NIH, NSF, DOE, DoD* in FY15

*Approximation of proposals with Finalized (Approved and Submitted) states in KC, based on sponsor codes 3401, 5099, 5400, 2399 (DoD Misc), in addition to Sponsor agency code 03 (DoD) in DWH.
Cayuse 424 @ UCI

• Who has been onboarded?
  • Beckman Laser Institute
  • School of Medicine
  • Nursing
  • Public Health
  • Pharmaceutical Science
  • Neurobiology & Behavior
  • School of Social Sciences
  • School of ICS
  • School of Engineering
  • More people using Cayuse 424 ??

• Who is actually using Cayuse 424 instead of SF424?
  • A Rough Estimate…
    – ~35% of eligible grants.gov proposals are being submitted in Cayuse 424
    – Increasing!
    – Our goal is 99%* Adobe SF424 eradication.

*Cayuse supports over 98 % of Grants.gov opportunities.
Numbers

SF424
• At least 104 mandatory fields to complete
• Addtl info required for each Key Person
• Proposal with Errors must be resubmitted 1x, 2x, 3x, etc.

Cayuse 424
• 36 institutional fields prefilled
• Personnel Profiles stores biographical information, dept affiliation, eRA Commons username, Biosketch, rate/salary (optional)
• Auto error/warning check = 99.999 % first-time submission success rate
Prefilled/Loaded Information

• Includes Applicant Information:
  – DUNS #
  – Applicant Address
  – EIN #
  – Congressional District
  – PD/PI contact information (existing)
  – Primary Performance Site Location/Address
  – Human Subjects and Animal Welfare Assurance #s
Prefilled/Loaded Information

• Budget Information
  – Cognizant Federal Agency
  – UCI’s Indirect Cost Rates (on and off campus)
  – Escalation factors for salary, travel, trainee support, materials/supplies, GSR Tuition
  – MTDC included/excluded categories

*In Cayuse, GSR Tuition Remission must be budgeted as a separate line item in order to be excluded from MTDC base. This guidance is applicable to Cayuse proposals only.
GSR Tuition Remission must be budgeted as a separate line item.

Graduate Student Tuition Remission is a new, separate line item under Section F. Other Direct Costs.

Do **NOT** lump in with Fringe Benefits in the salary section.

This guidance is applicable to Cayuse proposals only.
## Unfortunate, preventable situations

<table>
<thead>
<tr>
<th>Situation</th>
<th>Outcome</th>
</tr>
</thead>
<tbody>
<tr>
<td>Budget exceeded solicitation limitation by $1.</td>
<td><strong>Rejected.</strong> Not considered for funding.</td>
</tr>
<tr>
<td>PI used outdated form template.</td>
<td><strong>Rejected.</strong> Had to wait until next competing cycle.</td>
</tr>
<tr>
<td>Subk Biosketch exceeded page limitation by 1 page.</td>
<td><strong>Submitted.</strong> Cayuse detected error. Biosketch revised.</td>
</tr>
</tbody>
</table>
The gift of time

SF424

• The burden is on YOU
  – Ensure the most updated package is uploaded/routed
  – Interpret ambiguous error messages and locate error
  – Be aware of agency and form updates
    • E.g. "FORMS-D", must be used for all applications submitted for due dates on or after May 25, 2016.

Cayuse 424

• Automated by Cayuse
  – Version control and document repository
  – Real-time error checking based on agency and opp-specific rules, Grants.gov validations
  – Click-zoom in on a specific error/warning.
  – Ability to Copy AND Transform data and forms from one proposal to another (different opportunity, or even a new version of the same opportunity)
Feedback

• _Proposal Preparation_ – “I estimate that this powerful tool saved me 2+ hours for each Federal proposal, as compared with the Adobe SF424.”

• _Post-submission_ – “I checked it out in Commons and it looked just like it was supposed to look. In a nutshell, I recommend Cayuse.”

• _Management Buy-in_ – “[Director ] is very impressed with it. Cayuse 424 is the way to go and it is a great alternative to the SF424 forms.”

• _Sponsored Projects_ – “All my department administrators who have used Cayuse love it. [Learning to use Cayuse] was so much easier than the 424.”
Looking forward... 2016

• There is a strong possibility that Cayuse 424 will be mandated, pending project expansion.

• Future phases to further reduce double data entry & increase accuracy
  – Data Integration between Cayuse 424 and KC
    • 1.1 Send Permissions from KC to Cayuse
    • 2.0 Create KC Doc from Cayuse Prop
    • 2.1 Send info from Cayuse Prop to Existing KC Doc
    • 2.2 Subsequent Sync of Existing Cayuse & KC Props
Looking forward… 2016

Timeline for Data Integration between Cayuse 424 and KC
Other Cayuse 424 Institutions

California Institute of Technology
Emory University
George Washington University
Georgia Institute of Technology
Iowa State University
Medical University of South Carolina
New York University
Ohio State University, Columbus
Oregon State University
Rutgers, The State University of New Jersey
University of California, Los Angeles
University of California, Riverside
University of California, San Francisco
University of California, Santa Barbara
University of Delaware
University of Georgia Research Foundation
University of Iowa
University of Kansas Medical Center Research Institute
University of Kansas Center for Research, Inc.
University of Massachusetts Medical School, Worcester
University of New Mexico
University of North Carolina Chapel Hill
University of Notre Dame
University of Texas, Austin
University of Texas Health Science Center at Houston
University of Texas Health Science Center at San Antonio
University of Utah
University of Wisconsin-Madison
Virginia Polytechnic Institute and State University
Yeshiva University, Albert Einstein College of Medicine
American University
Arkansas State University
Azusa Pacific University
California State University Channel Islands
California State University Fullerton
California State University Long Beach
California State University Sacramento
Carolinas Medical Center
Central Michigan University
Chicago State University
City College of New York
Claremont Graduate University
Cleveland State University
Eastern Virginia Medical School
Grand Valley State University
Illinois State University
Indiana State University
Kansas State University
Kingsborough Community College of CUNY
Lehman College of CUNY
Mercer University
Mississippi Valley State University
Missouri State University
Northern Arizona University
Northern California Institute for Research and Education
Polytechnic Institute of NYU
Rensselaer Polytechnic Institute
Sam Houston State University
South Dakota State University
Southeast Missouri State University
St. John's University
University of Arkansas at Little Rock
University of Central Arkansas
University of Houston
University of Houston Clear Lake
University of Idaho
University of Maryland Center for Environmental Sciences
University of Massachusetts Dartmouth
University of Massachusetts Lowell
University of North Texas
University of North Texas Health Science Center
University of Rhode Island
University of South Dakota
University of Texas at Brownsville
University of Texas - Pan American
University of Texas, San Antonio
University of Wisconsin - Parkside
University of Wisconsin - Platteville
University of Texas, Tyler
Virginia State University
Western Washington University
Wichita State University
Worcester Polytechnic Institute
York College of CUNY
Benaroya Research Institute
The Geneva Foundation
Guthrie Healthcare System
Hebrew SeniorLife
Hektoen Institute of Medicine
Henry M. Jackson Foundation
International Heart Institute of Montana
Kaiser Permanente
La Jolla Institute for Allergy & Immunology
Lankenau Institute for Medical Research
Memorial Sloan-Kettering Cancer Center
Monell Chemical Senses Center
Morgridge Institute for Research
National Jewish Medical and Research Center
Oregon Research Institute
Oregon Social Learning Center
Salk Institute for Biological Studies
Seattle Biomedical Research Institute
Texas Biomedical Research Institute
BioInquire, LLC
Bioscience Development, Inc.
Clinical Research Management, Inc.
Haus Bioceuticals, Inc.
Immunobiosciences, Inc.
Yours is the voice of persuasion

• Please pass on this information to PIs and leadership!
• Our goal is 99% Adobe SF424 eradication.

Need help? Resources

• ERA Team is available for faculty/department outreach. We are here to support your transition to Cayuse 424.
• Register in UCLC to attend monthly ERA Office Hours (search “ERA” in UCLC.) Bring any questions/concerns.
• ERA Team wants your feedback! Let us know why you are or are not using Cayuse 424.
More Resources

• User Manual, Training Materials, Browser Support & Configuration available online:
  http://support.cayuse.com/docs/cayuse-424

• HelpDesk for Cayuse 424 support (M – F, 6AM – 5PM PT)
  • ResearchSuiteSupport@Evisions.com
  • 503-297-2108 ext. 201 (designated Evisions help line)

Eyeballs Catch Stuff
Systems Don’t

Jonathan Lew, eRA Officer
Eyeballs Catch Stuff Systems Don’t

• Systems take action based on clearly define rules.

• When checking an application for compliance against defined rules, some checks can be automated while others cannot.
Eyeballs Catch Stuff Systems Don’t

• Is the PI eligible to apply?
• Does the application include all the appropriate information in the right places?
• If reference letters apply, was the exact text used as required?
• Is the latest Biosketch format being used?
• Font color!
Audience Participation Time!

Text JONATHANLEW334 to 22333

Or on your browser, navigate to:
PollEv.com/jonathanlew334 to join our poll