

# Quarterly Research Administration Meeting

March 12, 2025

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# Agenda

- Welcome
- Federal Updates
- C&G Accounting Update
- Research Security & Engagement (RSIE) Procedures
- New DURC Requirements
- ERA Support
- Huron Status Update
- Q&A and Closing

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# **Spring 2025 QRAM: Federal Update**

**March 12, 2025**

- Impact of Federal Executive Orders and Directives
  - Federal Funding Update
  - NIH Supplemental Guidance Notice
  - Recommendations for Federal Proposals
  - Guidance for Active Awards
  - Resources
- Data Management and Access Practices NIH Genomic Data
- Questions

## OMB Funding Freeze Memo

- **January 29, 2025**
  - OMB rescinded a memo issued two days earlier that called for a funding freeze on thousands of federal programs, pending administrative review.
- **February 3, 2025**
  - A Temporary Restraining Order (TRO) filed stating the administration cannot “pause, freeze, impede, block, cancel, or terminate” its obligations to provide federal financial assistance, “except on the basis of the applicable authorizing statutes, regulations, and terms.”
  - Judge affirmed that any further award actions must follow the notice and procedural terms of each award under this TRO.

- **Gap in NIH and NSF Awards**
  - NIH: January 30 - February 13, 2025
  - NSF: February 4 - February 14, 2025
  - UCI has now started receiving new NIH and NSF awards with federally negotiated indirect cost rates.
- **Department of Energy Award**
  - Most recent award received on January 16, 2025.
- **NIH No-Cost Extension**
  - NIH reinstated the automatic first no-cost extension option in eRA Commons on February 12, 2025.
- **Federal Payment Systems**
  - ACM\$, ASAP, and other federal payment systems are online.
  - Contracts and Grants Accounting are actively drawing down funds.

## NIH Supplemental Guidance Notice (NOT-OD-25-068)

- **Issued on February 7, 2025**
  - Introduced a new standard indirect cost rate of 15% across all NIH grants
  - Intended to replace previously negotiated rates
  - Applicable to both new and existing NIH awards
- **TRO Issued on February 10, 2025**
  - In response to Emergency Motions filed by several Plaintiff States, including the State of California, and the Association of American Universities
  - Temporarily halts the implementation, application, and enforcement of the new standard indirect cost rate
  - Previously negotiated indirect cost rates will remain in effect for the time being



- **UC's Announcement:**
  - UC supports the California Attorney General's lawsuit challenging NIH's new policy to cap facilities and administration cost rates at 15% for NIH-funded grants.
- **Council on Government Relations (COGR):**
  - COGR has expressed deep concern over NIH's decision, highlighting that such a cap could severely hinder lifesaving research and innovation.
  - Emphasizes that indirect costs are integral to conducting world-class research and that this policy change contradicts existing laws and policies.
- **Collaborative Responses:**
  - Several associations, including the American Council on Education (ACE), Association of American Universities (AAU), and Association of American Medical Colleges (AAMC), have joined COGR in opposing the cap.
  - These organizations have released statements underscoring the detrimental effects the policy could have on research and institutional operations.

## Federal Funding Opportunities

- Proposals may be submitted to available federal funding opportunities as long as federal submission systems remain operational.
- Federal agency proposal review timelines may be delayed due to agency-specific implementation plans and funding guidelines.
- Check program websites and funding opportunities regularly for changes in deadline dates and/or program requirements to ensure compliance.

## Proposal Compliance Tips

- Review new versions of funding opportunities carefully to ensure compliance. While changes are often highlighted, not all wording changes may be explicit.
- Sign up for federal agency alerts, if available.
- Office of Research leadership will continue to share information with staff and the campus.

## Active Awards Performance

- Performance on active awards can continue if obligated funds are available **and** a stop-work or termination order has not been issued by the agency.
- Notices of new, continuing, or supplemental funding may be delayed.
- NIH employees were informed on Monday, February 24<sup>th</sup> that Federal Register notices for study sections run by its Center for Scientific Review will start being permitted again.
- Awards currently under negotiation may be placed on hold until further notice by the funding agency.

## Communication with Program Officers

- PIs should stay in contact with their program officers, if possible.
- Keep updated on any changes or instructions from the funding agency.

## Monitoring Updates and Communications

- Monitor updates from federal agencies, the Office of Research, and Sponsored Projects for updates on funding or compliance requirements.
- If any award notifications or other agency communications are received, including "Stop-Work" or "Termination" Orders, please promptly forward them to [awards@research.uci.edu](mailto:awards@research.uci.edu).

## Expenditure Guidelines

- PIs should not adjust spend rates for extramurally funded research projects.
- Expenditures should proceed under standard conditions.

- UCI Office of Research: <https://research.uci.edu/impact-of-federal-executive-orders-and-directives-on-federal-grants-and-contracts/>
- UCI Federal Updates: <https://uci.edu/federal-updates/>
- UCI Library News & Newspapers: <https://guides.lib.uci.edu/news>
- UCOP: <https://www.universityofcalifornia.edu/federal-updates>
- COGR: <https://www.cogr.edu/2025-administration-transition-information-resources>
- COGR Summary of Executive Orders: <https://www.cogr.edu/cogr-summary-executive-orders>

The National Institutes of Health (NIH) has introduced important revisions to its Genomic Data Sharing (GDS) Policy, which took effect on January 25, 2025.

**Strengthened Cybersecurity Guidelines:** Researchers who access de-identified human genomic data must ensure that their institutional systems adhere to the National Institute of Standards and Technology (NIST) Special Publication 800-171 cybersecurity framework.

**Institutional Compliance Measures:** Institutions are to assess both existing and new projects to ensure they align with the updated requirements.

**UCI Compliance Strategy:** A Plan of Action and Milestone (POAM) has been created to outline our approach for meeting these compliance standards. The Office of Information Technology (OIT) and the Office of Research are collaborating with other stakeholders, including Principal Investigators and senior leadership, to execute the POAM.



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# Contracts & Grants Accounting

*Alice Han*

*Director, Extramural Funds Accounting*

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# Agenda

- Contracts and Grants Accounting staff update
  - C&G accounting cash draw update
  - C&G accounting training
-

# Staff Update

- Effective 1/27/2025: New Contracts and Grants Accountant IV-  
Vicky Lu



## C&G accounting cash draw update

- All Federal grants- weekly cash draw
  - Federal flow through awards-monthly
-

## Key Actions for Departments

- **Review and Reconcile Expenses Regularly:** Ensure frequent and consistent reconciliation to stay ahead of any discrepancies.
  - **Identify and Correct Errors Promptly:** Catch errors early and make necessary corrections as soon as possible to maintain accurate records.
  - **Process Expenses Without Delay:** Avoid holding expenses—C&G Accounting processes cash draws strictly based on the ledger.
-

# C&G Training

**COURSE #1** (CGS 1) Introduction to Fund Management

*Thursday, April 24, 2025, 10:30 a.m. – 12 p.m.*

**COURSE #2** (CGS 2) Direct vs. F&A

*Tuesday, April 29, 2025, 10:30 a.m. – 12 p.m.*

**COURSE #6** (CGS 6) Ledger Reading and Award Closeout

*Thursday, May 01, 2025, 10:15 a.m. – 12 p.m.*

## **Available in UCLC as an e-Course**

**COURSE #3** (CGS 3) General Error Correction (GEC)/Cost Transfers

**COURSE #4** (CGS 4) Payroll Certification

**COURSE #5** (CGS 5) Cost Sharing

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Questions?

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# Research Security & International Engagement (RSIE) Procedures

Nadia Wong

Research Compliance & Outreach Manager

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# KR Proposal Development- Personnel Tab

It is important to assign roles appropriately to avoid unnecessary delays.

Federal Proposal Review <i>Does the Federal sponsor/prime sponsor require a biographical sketch from this individual?</i>	Conflict of Interest <i>Is the individual an "Investigator" (responsible for the design, conduct, or reporting of the project)?</i>	KR PD Personnel Role(s) <i>Which KR PD Personnel Role should be used for that individual?</i>
Yes	Yes	<b>Principal Investigator, PI/Contract, PI/Multiple, Co-PI, or Key Person</b>
Yes	No	<b>Other Significant Contrib. (Contributor)</b>
No	Yes	Federal sponsor/prime sponsor with COI Policy (PHS, DOE, NSF, and NASA): <b>Investigator</b>
No	Yes	Federal sponsor/prime sponsor without a COI Policy: <b>Do not include the individual in the KR PD Personnel tab</b>
No	No	<b>Do not include the individual in the KR PD Personnel tab</b>

# KR Federal Disclosure and Certification

- Replaced KR COI Annual Disclosure on 10/31/24
- Satisfies:
  - Conflict of interest disclosure requirements for PHS, NSF, DOE, and NASA
  - Confirmation of no participation in malign foreign talent recruitment program
- Must be completed prior to proposal submission
- Still required annually

UCI kuali RESEARCHER UNIT CENTRAL ADMIN GET H

Action List Doc Search User: nadiav

### Conflict of Interest

1. Do you, your spouse/registered domestic partner, and/or dependent children have any of the following Significant Financial Interests (including Significant Financial Interests in foreign entities, institutions of higher education, and government agencies) related to your Institutional Responsibilities? Click "More Information" for the Disclosure Exclusions and the definition of "Institutional Responsibilities."

- Total income or payment of services received over the past 12 months and/or equity interest (includes any stock, stock option, or other ownership interest, as determined through reference to public prices or other reasonable measures of fair market value) in a publicly traded entity exceeding \$5,000 when aggregated
- Total income or payment of services received over the past 12 months from a non-publicly traded entity exceeding \$5,000
- Any equity interest (includes any stock, stock option, or other ownership interest) in a non-publicly traded entity
- Total payments received over the past 12 months for any intellectual property rights and interests (e.g., patent, copyright, assigned or licensed to a party other than the Regents) exceeding \$5,000

☐ Yes ☐ No

2. Do you, your spouse/registered domestic partner, and/or dependent children hold any intellectual property (IP) interests on a patent, patent application, or copyright of software (excluding IP owned by the UC Regents)?

☐ Yes ☐ No

### Malign Foreign Talent Recruitment Program

1. Are you a party to a [malign foreign talent recruitment program](#)?

A malign foreign talent recruitment program includes

(A) any program, position, or activity with cash and in-kind compensation from a foreign country at any level or their designee to an individual in exchange for engaging in certain malign activities including but not limited to the unauthorized transfer of intellectual property, materials, data, products or other nonpublic information owned by a US entity or developed with a US federal research and development award to a foreign country or entity and being required to not disclose to the Federal research agency or employing institution participation in the program, position, or activity AND

(B) is sponsored by a foreign country of concern (China including Hong Kong and Macau, North Korea, Russia, and Iran), listed academic institution, or the below listed malign foreign talent recruitment programs. See full definition including lists of malign activities and academic institutions identified by the federal government at [Foreign Talent Recruitment Program](#). If you have any questions or request additional guidance, please contact [or-raie@uci.edu](mailto:or-raie@uci.edu).

Examples of Federally recognized malign foreign talent recruitment programs include but are not limited to:

- a. Changjiang Scholar Distinguished Professorship
- b. Hundred Talents Plan
- c. Pearl River Talent Plan
- d. River Talents Plan
- e. Project 5-100
- f. Thousand Talents Plan


☐ Yes ☐ No ☐ I Don't Know







Note: If a researcher responds "Yes" or "I Don't Know" to the MFTRP question, RSIE will contact them

# KR PD Personnel Certification Questionnaire Email

- Each researcher identified as requiring the submission of a biographical sketch will receive an email with a unique URL to the Personnel Certification Questionnaire regarding their foreign affiliations and activities

**ACTION ITEM: Key/Senior Personnel Certification Required for Proposal Submission**

 kr-admin@uci.edu  
To: OR - Kuali Coeus-A

  Reply  Reply All  Forward  

Tue 3/4/2025 11:04 AM

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TEST MODE  
In Production mode this mail will be sent to the following...  
TO: [barbara.i@uci.edu]

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Please navigate to the following proposal by clicking on Proposal Number link below and answering the certification questions. This step is required to route the proposal for institutional review and approval.

Proposal Details as follows:

Document Number: 2743210  
Proposal Number: [234066](#)  
Proposal Title: pl  
Principal Investigator: Barbara Inderwiesche  
Lead Unit: IR-7334 - OIT-ADMIN COMPUTING SERVICES  
Sponsor: 005400 - NATIONAL SCIENCE FOUNDATION  
Deadline Date:



The federal government expects research funding proposals (including subaward proposals where the prime sponsor is a federal agency) to contain complete and accurate information in accordance with their published requirements. Consequently, information disclosed in the proposal will be compared to the responses to these questions. If there is a discrepancy, we will reach out to resolve it prior to submitting the proposal.

Asking and responding to these questions is an important step in UCI's efforts to ensure compliance with federal agency requirements regarding senior/key personnel disclosure of their international engagements. International engagements include, but are not limited to, employment, appointments, consulting activities, participation in foreign talent recruitment programs, and research support/funding from foreign sponsors not received through UCI.

For more information, view the Federal Funding Proposal Review website. [Federal Funding Proposal Review - UCI Office of Research](#)

# KR PD Personnel Certification Questionnaire

Proposal Development

## Certification for Barbara Inderwiesche

Proposal#: 234066  
Title: pl  
PI: Barbara Inderwiesche  
Lead Unit: IR-7334  
Sponsor: NATIONAL SCIENCE FOUNDATION  
Deadline Date:

[Print](#)

Are you employed by a foreign entity? ⓘ

☐ Yes  
☐ No

Are you a consultant (paid or unpaid) for a foreign entity? "Consultant" broadly refers to an individual that provided or provides a paid or unpaid service to a foreign entity whether or not there is a written agreement for the service performed. ⓘ

☐ Yes  
☐ No

Do you hold an academic appointment (including an honorific or merit-based title) or have an academic affiliation with a foreign entity? ⓘ

☐ Yes  
☐ No

Are you currently participating in, have you been accepted into, or do you have an application pending with a foreign government talent recruitment program or a similar program? ⓘ

☐ Yes  
☐ No

Does any proposal to a foreign government research funding entity include support or funding for you that will not be received through UCI? ⓘ

☐ Yes  
☐ No

Do you have research support or funding from a foreign government research funding entity that was not received through UCI? ⓘ

☐ Yes  
☐ No

- OR uses this information to verify that the biosketch and other/current & pending support documents are accurate
- This questionnaire is collected for each new federal or federal flow through proposal prior to proposal submission

## Certification Questionnaire Name Poll

Which name do you prefer?

1. RSIE Biosketch and Research Support Verification
2. RSIE Federal Proposal Questionnaire

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# New Dual Use Research of Concern (DURC) Requirements

Christine Tafoya, Biosafety Officer

Grace J. Park, Research Engagement & Compliance Director

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## Definitions

- Dual use research of concern (DURC) is life sciences research that has the greatest potential for generating information that could be readily misused to threaten public health and national security
- Pathogen with pandemic potential (PPP) is a pathogen that is likely capable of wide and uncontrollable spread in a human population and would likely cause moderate to severe disease and/or mortality in humans
- Pathogen with enhanced pandemic potential (PEPP) is a type of pathogen with pandemic potential (PPP) resulting from experiments that enhance a pathogen's virulence or disrupt the effectiveness of pre-existing immunity

## New Policy

- New Policy – [USG Policy for Oversight of Dual Use Research of Concern and Pathogens with Enhanced Pandemic Potential and Implementation Guidance](#)
  - NIH Implementation effective May 6, 2025
- Combines USG DURC Policy (2012), Institutional DURC Policy (2014), and P3CO Framework (2017)
  - Category 1 Research (DURC)
  - Category 2 Research (PEPP)

## Category 1 (DURC)

- Current DURC review process has narrower scope of review
  - Limited to life sciences research that involves 15 named agents and toxins and 7 categories of experiments
- New policy scope
  - DURC review expanded to any federally funded research with infectious agents
  - Agent scope is broader: includes numerous agents divided into Category 1 and Category 2
  - 12 types of experiments between Category 1 and 2 agents

## Category 1 (DURC)

- Does your research use any of the select agents and toxins AND will your research *reasonably anticipated* to result in one or more of the 9 experimental outcomes?

### Agents and Toxins?

Select agents and toxins; OR

Risk Group 4 agents ([NIH Guidelines Appendix B-IV](#));

OR

BSL3/BSL4 agents and Risk Group 3 agents ([NIH Guidelines Appendix B-III](#))

### Experimental Outcomes?

- Increased transmissibility
- Increased virulence
- Increased stability/dissemination
- Altered host range
- Decreased diagnostic detectability
- Increased resistance to treatments
- Disrupted pre-existing immunity
- Enhanced host susceptibility

## Category 2 (PPP)

- Research involves, or is reasonably anticipated to result in:
  - A Potential Pandemic Pathogen (PPP);
  - The development, use, or transfer of a Pathogen of Enhanced Pandemic Potential (PEPP); or
  - An eradicated or extinct PPP that may pose a significant public health threat

## Category 2 (PPP)

- Does your research use any PPP or PEPP or an eradicated or extinct PPP AND your research *reasonably anticipated* to result in one or more of the 4 experimental outcomes?

### Agents?

- **A Pandemic Potential Pathogen (PPP)**, meaning a highly transmissible pathogen capable of causing severe illness; OR
- **A Pathogen with Enhanced Pandemic Potential (PEPP)**, which is a PPP modified to increase transmissibility or virulence; OR
- **An eradicated or extinct PPP** that poses a public health threat, regardless of whether the experiment enhances the PPP.

### Experimental Outcomes?

- Enhanced transmissibility
- Enhanced virulence
- Enhanced immune evasion
- Reconstitution of an eradicated or extinct pathogen

## DURC Review Process

### Current

- PI notifies the IRE of possible DURC research
- IRE determines if research is DURC and develops draft risk mitigation plan
- Institution communicates with funding agency to finalize acceptable plan

### New

- At proposal stage: PI conducts initial assessment and notifies IRE and agency confirming whether research may be within scope
- At JIT: Agency notifies PI and institution regarding initial assessment
- IRE confirms PI's initial assessment of whether research is DURC and if so, submits assessment and draft risk mitigation plan to agency for final review and approval
- Agency review, evaluates, verifies, and finalizes IRE's mitigation plan

## Additional New Requirements

- Provide education and training on research oversight for Category 1 or Category 2 research for individuals conducting life sciences research that may be within the scope of this Policy.
- Annual DURC review
- More defined requirement for documentation of risk assessment, risk mitigation plans
- Considerations for communications of research data, transfer of technologies, public perception



## UCI Implementation

- Communication to PIs with currently approved Biological Use Authorizations
- DURC IRE
- Coordinating comments to UC DURC policy
- Amending KR DURC gating questions
- Revising UCI DURC website
- Developing UCI DURC training

## Questions?

Christine Tafoya, Biosafety Officer, [tafoyac1@uci.edu](mailto:tafoyac1@uci.edu)

Grace J. Park, Research Engagement and Compliance  
Director, [parkgj@uci.edu](mailto:parkgj@uci.edu)

# Breakouts

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# ERA Support Request Form

# 2012

<b>Proposal Development Document</b> ?		<b>Doc Nbr:</b> 1807	<b>Status:</b> Approved for Submission
		<b>Initiator:</b> [redacted]	<b>Created:</b> 11/28/14 11:11 AM
		<b>Sponsor Name:</b> AEROPHYSICS, INC.	<b>PI:</b> [redacted]

Proposal	Key Personnel	Special Review	Abstracts and Attachments	Questions	Budget Versions	Permissions	Proposal Actions	Medusa
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Document Overview ▼ hide

Document Overview

<b>* Description:</b>	[redacted] - NASA SBIR	
<b>Team Assignment:</b>	Team B	<b>Explanation:</b>
<a href="#">Sponsored Projects Staff Directory</a>		

Required Fields for Saving Document ▼ hide

Required Fields for Saving Document

<b>Proposal Number:</b>	1807	<b>Sponsor Code:</b>	00F22C AEROPHYSICS, INC.
<b>Proposal Type:</b>	New	<b>Project Start Date:</b>	03/01/2014
<b>Lead Unit:</b>	DPT-0037 - ENGINEERING/BIOMEDICAL ENGINEERING	<b>Project End Date:</b>	02/28/2016
<b>Activity Type:</b>	Research	<b>Research Type Code:</b>	Basic
<b>Project Title:</b>	Re-generable Field Emission Neutralizers		
		<b>Award Type:</b>	Subcontract

Institutional Fields Conditionally Required

<b>Award ID:</b>	
<b>Sponsor Award Id:</b>	
<b>Original Institutional Proposal ID:</b>	

Sponsor & Program Information ▶ show

Organization/Location ▶ show

## ERA Support – “Back in the Day”

- 2012 System Support
  - Kuali Coeus (KC) Proposal Development
  - NIH eRA Commons
  - NSF Fastlane
  - Handful of small external systems
    - Grants.gov SF424 Forms

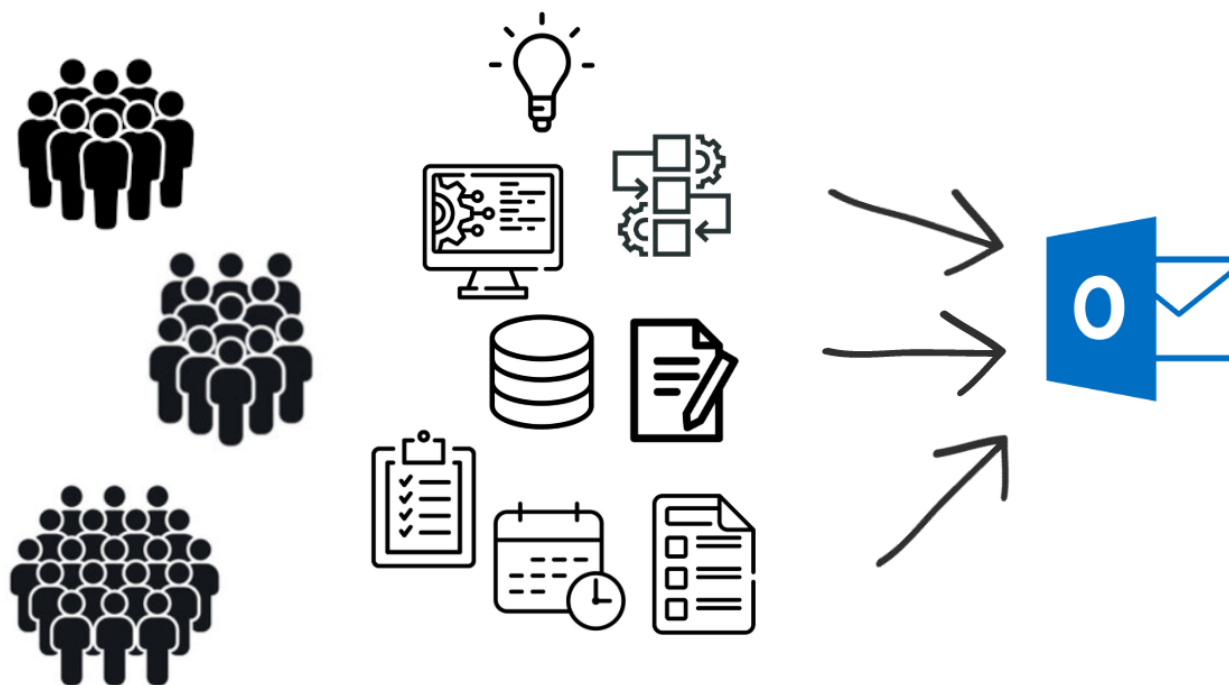
## ERA Support – Today

Kuali Research	IACUC	eGMS (NEH)
Proposal Development	ULAR	FedConnect
Institutional Proposal	Researchers	tFermiLab Supplier Portal
Negotiations (Federal / Non-Federal Teams)	Cayuse 424	GRANTS (Dept of Water Resources)
Negotiations (Clinical Trials)	FileNet Document Storage for IRB and SPA	Grants Solutions (CDC)
Negotiations (Material Transfer Agreements)	IRB / HSCRO web applications and legacy database	Grants.gov
Award	DocuSign	HRSA EHBS
Subaward	Cognos	Laura & John Arnold Foundation
Unfunded Agreements	Tableau	NASA Nspires
Expanded NIH ERA Commons	ServiceNow	NIH ASSIST
ASSIST	Other Decision Support Tools such as BLISS and DW Query	NOAA Grants Online
RePORTer	EBRAP	PAMS (Dept. of Energy)
NSF Fastlane	American Heart Association	PCORI
Research.gov	DARPA BAA Portal	ProposalCentral
SciENCv	Dept. of Justice GMS System	SAM.gov
MyNCBI	DTRA Proposal Submission System	SAMS Domestic (Dept. of State)
Research Management System (RMS)		Visual Compliance
		WAWF (DoD)

Over 50+  
systems / portals /  
websites / online platforms!



## ERA Support - Background



# ERA Support - Opportunity

**UCI** Office of  
Research

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Administration

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[Research Administration Decision Support](#) [External Research Administration Systems](#)  
[ERA Frequently Asked Questions](#) [User Support](#) [GRAM](#)

## Need Help? ERA Support Desk

ERA supports the growing technology needs of the UCI research enterprise. The ERA Support Team is here to assist with all Kuali Research products, Cayuse S2S, NIH ERA Commons, Research.gov, Grants.gov, and other external proposal submission systems, and more. We also provide support for Office of Research reports and data analysis tools.

Click below to **Open a ticket** (powered by Kuali Build) which integrates with the campus central OIT Support portal, ServiceNow. Upon submission of the form, a ServiceNow ticket will be generated on your behalf and assigned to the ERA Team. You will receive an email from UCI Support [[uci@service-now.com](mailto:uci@service-now.com)] where you may track progress on the issue and correspond with an ERA Team member assigned to your ticket.

[Service Level Agreement \(SLA\)](#) | [Frequently Asked Questions \(FAQs\)](#)

Starting March 2025, all customer requests for support will be handled by ERA in OIT's ServiceNow Portal.

[Open a Ticket](#)

[Send Email](#)

[View My Tickets](#)



ERA Support

# ERA Support - Simple Process

Step 1. You complete and submit the form. You get an email.

ERA Support Request Created at Mar 11, 2025 4:51 PM Discard Save Submit

**UCI** University of California, Irvine

Build Build Document ID # 0000

**ERA Support Request**

Please complete this ERA Support Request form and **click Submit** when finished.

Submission Name (Required)  Submission Email (Required)

What would you like help with today? \*  
(or "Other", please describe in the Additional Comments box below)

**NIH eRA Commons**

Select NIH eRA Commons issue: \*

Name: \*  UCI Email Address: \*

NIH eRA Commons Role needed: \*

Additional Comments or Explanation (Optional)

System Email sent • 03-11-2025 04:55:35 PM

Email sent

Subject: [OIT Service Desk] Your incident INC0809086 has been created

From: UCI Support

To: plekutai@uci.edu

[Hide email details](#)

Dear Paul Lekutai,

We have opened a ticket for you regarding "ERA SR KB Id#0080 - [NIH eRA Commons] [Test]". You may track progress on this issue at [INC0809086](#) at any time. You may also contact us at (949) 824-2222 for assistance.

OIT Service Desk  
Office of Information Technology

Ref:MSG122893408\_ug5Qqvy9Uk5gxY2cyW



Build

servicenow

# ERA Support - Simple Process

Step 2. ERA person is assigned and contacts you as needed.  
You can respond by email or in the OIT Service Portal.

System Email sent • 03-11-2025 05:20:17 PM

Email sent  
Subject: 5 - Routine -- Paul Lekutai ERA SR KB Id#0080 - [NIH eRA Commons] [Test]  
Incident INC0809086 updated  
From: UCI Support  
To: brewerad@uci.edu  
[Hide email details](#)

New comments have been added to Incident INC0809086

**Priority:** 5 - Routine  
**Caller:** Paul Lekutai  
**UCInetID:** plekutai  
**Department:** Ofc of Research Administration  
**Conf. Item:** NIH eRA Commons  
**Assignment group:** OR ERA Team  
**Description:** ERA SR KB Id#0080 - [NIH eRA Commons] [Test]  
**Review incident status:** [INC0809086](#)

Comments:

03-11-2025 05:20:10 PM PDT - Alison Yeung  
Hi there, it looks like John Smith already has an ERA Commons user name: 'jsmith'  
If you have forgotten the password, just follow the Forgot Password prompts from the Commons log in screen.

Additional comments

03-11-2025 04:55:19 PM PDT - Guest  
received from: no-reply@mail.kualibuild.com

Additional comments

Caller: plekutai  
ConfigurationItem: NIH eRA Commons  
AdditionalComments: Test  
ERA Support Request KB Id#0080 [Paul Lekutai (impersonated by Alison Yeung)]  
ERA COMMONS Help Topic detail: [New Commons ID set up request]

CreateCommons Name: [John Smith] [jsmith@uci.edu] , CreateCommons Role needed: [Principal Investigator]

CommonsId: [] , Commons Role: []

Link takes you to the  
OIT Service Portal

UCI Office of  
Information Technology

Knowledge Base Order Something Requests Open an Incident

Home > My Request - INC0809086

OIT Service Portal

Number  
INC0809086

Created  
26m ago

Updated  
just now

State  
Active

ERA SR KB Id#0080 - [NIH eRA Commons] [Test] Actions

Caller  
Paul Lekutai

Urgency  
4 - Tasks More Difficult

Configuration Item  
NIH eRA Commons

Assigned to  
Aaron Brewer

Activity Attachments

Type your message here... Post

Alison Yeung  
Hi there, it looks like John Smith already has an ERA Commons user name: 'jsmith'  
If you have forgotten the password, just follow the Forgot Password prompts from the Commons log in screen.

Guest  
received from: no-reply@mail.kualibuild.com

Caller: plekutai  
ConfigurationItem: NIH eRA Commons  
AdditionalComments: Test  
ERA Support Request KB Id#0080 [Paul Lekutai (impersonated by Alison Yeung)]  
ERA COMMONS Help Topic detail: [New Commons ID set up request]  
CreateCommons Name: [John Smith] [jsmith@uci.edu] , CreateCommons Role needed: [Principal Investigator]

## ERA Support - Simple Process

Step 3. Problem solved. (You get a “Resolved” email.)

System

Email sent • 03-11-2025 05:38:56 PM

Email sent

Subject: [OIT Service Desk] Your incident INC0809086 has been resolved

From: UCI Support

To: plekutai@uci.edu

[Hide email details](#)

Dear Paul Lekutai,

We have resolved your issue [INC0809086](#) regarding "ERA SR KB Id#0080 - [NIH eRA Commons] [Test]". It will close automatically, but if you feel your problem is not solved, please click here to re-open the ticket: [My issue INC0809086 was not properly resolved.](#)

---

03-11-2025 05:38:45 PM PDT - Alison Yeung

Additional comments

Marking this as resolved. Feel free to reopen if needed.

---

03-11-2025 05:20:10 PM PDT - Alison Yeung

Additional comments

Hi there, it looks like John Smith already has an ERA Commons user name: 'jsmith'. If you have forgotten the password, just follow the Forgot Password prompts from the Commons log in screen.

---

03-11-2025 04:55:19 PM PDT - Guest

Additional comments

received from: no-reply@mail.kualibuild.com

Caller: plekutai  
ConfigurationItem: NIH eRA Commons  
Additionalcomments: Test  
ERA Support Request KB Id#0080 [Paul Lekutai (impersonated by Alison Yeung)]  
ERA COMMONS Help Topic detail: [New Commons ID set up request]  
-----  
CreateCommons Name: [John Smith] [jsmith@uci.edu] , CreateCommons Role needed: [Principal Investigator]

## ERA Support – Solution

☒ *Simple*

☒ *Requests exact info needed from you*

☒ *Accessible to anyone at UCI*



## ERA Support – Solution

- ☒ *Ability to quickly add new help topics*
- ☒ *Tracking and transparency*
- ☒ *Knowledge management*



## What You Need to Do

<https://research.uci.edu/electronic-research-administration/user-support/>

Other ways to get to the page:

- Link from the email announcement
- Go to [research.uci.edu/era](https://research.uci.edu/era) and click on User Support
- Look for it in our signature line
- Email [era@research.uci.edu](mailto:era@research.uci.edu)





## Soft Launch Period – March 2025

- First step: Try using the Support Request Form!
- Now through March 31, if you email us at [era@research.uci.edu](mailto:era@research.uci.edu), we'll create the ticket for you.

## Official Cutover – April 1, 2025

- After **April 1**, we'll direct you to use the form.  
(We will still monitor our email.)



## The New Process

- Customer creates ticket and receives an email from ServiceNow
- Ticket is assigned to ERA Team member
- ERA Team member works on the ticket
- Communicates with you as needed in ServiceNow
  - You will receive emails with the comments
- ERA Team member resolves the ticket
  - Resolution will be in the ticket (you will get an email)
  - You have two days to re-open a ticket if the resolution isn't satisfactory
  - Ticket will be marked as 'Closed'

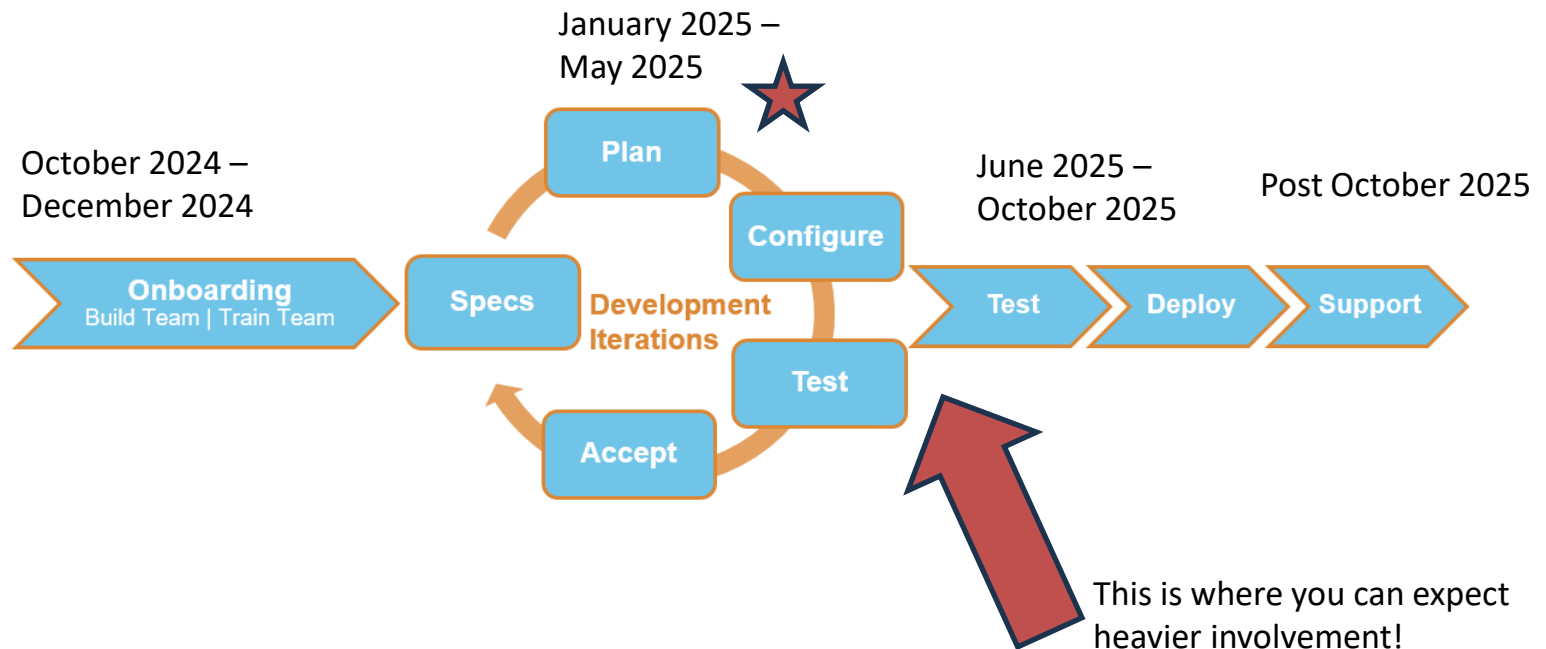
# Agenda

- Welcome
- Federal Updates
- C&G Accounting Update
- Research Security & Engagement (RSIE) Procedures
- New DURC Requirements
- ERA Support
- ***Huron Status Update***
- Q&A and Closing

# Huron IRB and Safety at UCI Update

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# Overall Timeline



## Progress

- Initiated Project Champions meetings
- Zot IRB and Zot hSCRO lead the polls
- Published website: <https://research.uci.edu/irbhscro/>
- Concluded major requirements gathering
- In our first development cycle; unit testing
- Verified HR, sponsor and org hierarchy feeds are working
- Beginning discussions on functional data mapping and migration
- Federated login for Safety – UCSB researchers
- Starting to discuss go live dates in September or October

## Pre-Submission

Last updated: 12/6/2024 12:57 PM

### Next Steps

Edit Study

Printer Version

Submit

Assign Primary Contact

Manage Ancillary Reviews

Manage Guest List

## STUDY00000050: Barbara's Test

**Principal investigator:** Rebecca Simms (pi)

**Submission type:** Initial Study

**Primary contact:** Rebecca Simms (pi)

**PI proxies:**

**IRB office:** Human Research Protections

**IRB coordinator:**



History Funding Contacts Documents Reviews Snapshots

## Committee Review

Entered IRB: 10/22/2024 11:53 AM

Last updated: 10/25/2024 4:08 PM

## MOD00000005: Modification / Update #1 for Study IRB RP 2024-10-07 B ST

**Principal investigator:** Rebecca Simms (pi)

**Submission type:** Modification / Update

**Primary contact:** Rebecca Simms (pi)

**IRB office:** Human Research Protections

**IRB coordinator:** Orlando Max (irbc)

**Regulatory authority:** 2018 Requirements



History Contacts Documents Reviews Related RNIs Snapshots

Filter by ?

Activity

Enter text to search



+ Add Filter

✕ Clear All



## Approved

Entered IRB: 11/26/2024 11:24 AM

Initial approval: 11/26/2024

Initial effective: 11/26/2024

Effective: 11/27/2024

Approval end: 11/25/2025

Last updated: 11/27/2024 5:15 PM

## STUDY00000047: 11/13/2024 test YS

**Principal investigator:** Rebecca Simms (pi)

**Submission type:** Initial Study

**Primary contact:** Rebecca Simms (pi)

**PI proxies:**

**IRB office:** Human Research Protections

**IRB coordinator:** Orlando Max (irbc)

**Letter:** [Correspondence\\_for\\_STUDY00000047.pdf\(0.01\)](#) ...

**Regulatory authority:** 2018 Requirements



History Funding Contacts Documents Follow-on Submissions Reviews Snapshots

Filter by ?

Activity

Enter text to search



+ Add Filter

✕ Clear All



### Activity

**i** Modification MOD00000009 review complete: Approved

Modification: MOD00000009

Author

Max (irbc), Orlando

Activity Date

11/27/2024 5:15 PM

**i** Modification MOD00000009 Opened

Modification: MOD00000009

Simms (pi), Rebecca

11/27/2024 5:05 PM

**i** Continuing Review MODCR00000002 Closed (Discarded)

Continuing Review: MODCR00000002

Max (irbc), Orlando

11/27/2024 5:04 PM

### Next Steps

View Study

Printer Version

Create Modification/CR

Report New Information

Assign Primary Contact

Manage Ancillary Reviews

Manage Guest List

Add Related Grant

Add Comment

Copy Submission

Questions?

---



# Agenda

- Welcome
- Federal Updates
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- ERA Support Huron Status Update
- ***Q&A and Closing***