Office of Sponsored Research
Quarterly Forum

May 19, 2015
Connect Carolina Updates
Personnel Costs - Suspense

- May 5th memo to campus
- University administrators approved temporary measure to reduce labor expenses going to suspense
- Solution being vetted by ITS
- Will affect future distributions only
- Salary redistribution tool should be used to move expenses already in suspense
Non Personnel Costs

- Reviewing budget definitions to see what restrictions can be lifted for non personnel
- Will affect commitment control options (i.e. track, track with budget, control)
Date Clarification

- Commitment Control date (KK)
  - Controls non personnel expenses only
  - Currently set to 75 days beyond the project end date
  - Driver behind budget date out of bounds errors

- Project end date
  - Currently controls personnel expenses
  - Set to either end of current budget period or end of multi year award period
# Infoporte - Grants Profile

## Project Details

<table>
<thead>
<tr>
<th>Description</th>
<th>Value</th>
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<tr>
<td>Project ID</td>
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<tr>
<td>Project Description</td>
<td>SUBACCT: MACDONALD</td>
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<td>Project Type</td>
<td>FED - Federal</td>
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<td>Prime Award Department</td>
<td>460501 – Environ Health &amp; Suscep – Ops</td>
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<td>KK End Date</td>
<td>6/14/2015</td>
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**THE UNIVERSITY of NORTH CAROLINA at CHAPEL HILL**
Project ID - Department Mapping

- **Priorities**
  - Update owning department on project department table to address end of year F&A allocation
  - Allow campus to see project activity regardless of budget/expense department until budget/expense mapping can be fixed
  - 1500 projects reviewed by MOU leads to determine the correct owning department last week
Finding Correct Fund/Source

- Fund and source are assigned by OSR when projects are established
- Transactions are being processed with incorrect fund and source
- Unintended consequence when control options set to track in lieu of track with budget or control
- Exploring combo edit configuration with consultants
- Assigned fund and source contained in the RAMSeS new project ID notification email
- Assigned fund and source can be found on RAMSeS PS Project ID screen
Other Grants Chartfields

- Following required if using a project ID on a transaction
- PC Business Unit = CHOSR
- Activity ID = 1
- Absence of these values will give an error that the project does not exist
Salary Redistribution Tool

• To date OSR has approved over 11,000 adjustments
• Average length of time in OSR is 5 days
• Approximately 5% of the adjustment requests have been ‘reopened’ for additional information
• See the May release of the OSR Newsletter for descriptions of the various statuses and responsible parties for those statuses – call your attention to ‘Reopened’ adjustments
• Volume and year end challenges
• Permanent solution under development – more features
CRA – Is It Your Time?

• OSR will offer an intensive 12 week study program to qualified individuals (Mid-August through late October)

• How Do I Qualify? (Work through Sharon Brooks)
  - Meet the education and experience minimums
  - Have your supervisor’s support (now and in the future)
  - Expect individual study time for success

• BUT – space is limited! Looking for 30 dedicated research administrators to take the November 2015 exam!

• Visit the Research Administrators Certification Council site at: [http://www.cra-cert.org/](http://www.cra-cert.org/)

• The November 2015 is the last form of the exam that will be ‘Circular’ based
Why Should I Be Certified?

• Professional recognition
• Personal satisfaction
• Indicator of expertise and knowledge
• Opens opportunities for employment
• Increased credibility with colleagues, faculty and clients
• Serve as a role model to others
What Is The Exam Like?

• 250 multiple choice questions based on the “Body of Knowledge - BOK” test content and outline

• Total testing time = four hours

• Computerized and taken at testing centers throughout the area
CRA ‘BOK’ Exam Domains

Project Development and Administration 30%
Legal Requirements and Sponsor Interface 30%
Financial Management 25%
General Management 15%
Next Exam Dates......

• CPRA = August 8 – 22, 2015

• CFRA = September 12 – 26, 2015

• CRA = November 7 – 21, 2015
I agree to:

• perform my duties with honesty, diligence, and responsibility
• conduct myself free of personal and professional conflicts or the appearance of impropriety
• remain mindful as a steward of the funds I assist in requesting and managing have been provided fundamentally for the public good
• be prudent in the use and protection of sensitive information/data
• act in good faith promoting ethical integrity in all of our actions
• in public forums, maintain respectful communication about others in the profession
Financial Reporting Deadlines

• Many federal and indirect finals are coming due
• The big challenge = ensuring all appropriate salary and subaward costs are posted/projected
• State year end – early reporting deadlines once again:
  - Need the NOTRs
  - One of the earliest dates for state reporting is June 5th
• Communications are key and shared responsibilities are a must
• Delaying the shift from NOTR to Advance Notification (exception will be for State closeouts).....but will normally not allow absence of an NOTR to delay a reporting deadline (especially if loss of revenue is a certainty)
2 Week NIH Shutdown

• Guess what the NIH is doing??
• May 19 – June 3, 2015
• What will be impacted?
  - No new or revised NOAs (regardless of funding type)
  - No processing of NCEs of the final budget period – we can submit requests but the NIH records will not be updating
  - No processing of Fellowship Activations – although xTrain will be available for institutions submitting activation forms.....NIH records will not be updating
  - No establishment or change of Employer Identification Numbers (EIN)
2 Week NIH Shutdown

- May 19 – June 3, 2015
- What will not be impacted?
  - draw down of funds (NIH records will not be updating)
  - eRA Commons (NIH records will not be updating)
  - submission and review of new applications through Grants.gov

- Specific May 23rd impacts (12 hour down time):
  - any submissions through eRA Commons (e.g., RPPR/Final Financials, JITs, institutional registrations and more)
  - any submissions through ASSIST
Questions?