

Office of Research and Sponsored Programs

**GRANT Forum
Grant Research Administrators' Network
Team**

September 21, 2022

OFFICE OF RESEARCH AND SPONSORED PROGRAMS



1. Effort Reporting
2. New Policies & Procedures
3. Kualu Testing & Implementation Updates
4. SUMMIT Training & Resources

1. Effort Reporting - ECC

What is Effort Reporting and why is it important?

To be compliant with regulations regarding compensation for personal services, UMass Boston must ensure that salaries and wages charged to sponsored projects are allocable, allowable, reasonable, and consistently applied.



The UMass System uses ECC to provide the required after the fact verification that employee compensation charged to sponsored projects is applied as expected and represents a reasonable approximation of effort committed to those projects.

1. Effort Reporting - ECC

Roles and Responsibilities:

- Principal Investigators (PIs)
 - Verify effort commitments are captured accurately (shown on PIN report)
 - Monitor sponsored project expenditures
 - Certify effort for themselves, and any key employees paid from their sponsored projects (self-certifiers will certify their own effort statements)
- Effort Coordinators (ECs)
 - Assigned by department – every department must have at least one EC
 - Review effort statements prior to effort period opening
 - Are available to answer questions PIs may have about certifying
 - Ensure all effort statements are certified for their departments
 - Review and process effort tasks in ECC
- ORSP Central Administrators (CAs) - Ginny & Tracey
 - Manage the ECC System
 - Send out effort notifications
 - Train PIs and ECs
 - Monitor the ecc@umb.edu email inbox

1. Effort Reporting - ECC

Certification Schedule

- UMass Boston certifies effort annually by academic year
 - Effort Period = September 1 through August 31
 - Certification Period = Timeframe for certifying the previous academic year
- Trainings will be offered in October

2021 – 2022 Academic Year Effort Period

- September 1, 2021 through August 31, 2022

FY23 Certification Period

- Certifies the 2021 – 2022 academic year effort period
- Period opens for certification mid-November 2022
- Period closes mid-December 2022

Now is a great time to review all payroll applied to sponsored projects and make any adjustments that might be needed!

2. New Policies & Procedures

➤ UMB Updates

FY 2023 Fringe Rates

- Email sent to research community 09/14/2022
PIs, Research Staff and Research Administrators
- Updated Resources including:
 - [Budget Worksheet](#)
 - [Fringe Matrix](#)
 - [Institutional Fact Sheet](#)
 - [Fringe Rate Justification Language](#)

2. New Policies & Procedures

➤ Sponsor Updates

NSF Proposal and Award Policy & Procedure Guide (PAPPG) 23-1

https://www.nsf.gov/bfa/dias/policy/papp/pappg23_1/FedReg/dreftpappg_april2022.pdf

Anticipated January 2023

NSF Fastlane

FastLane is targeted to be removed as a submission option from all funding opportunities

when the *Proposal and Award Policies & Procedures Guide* (PAPPG) goes into effect in January 2023

New NIH "FORMS-H" Grant Application Forms and Instructions

<https://grants.nih.gov/grants/guide/notice-files/NOT-OD-22-195.html>

January 25th 2023

NIH 2023 NIH Data Management & Sharing Policy

<https://sharing.nih.gov/data-management-and-sharing-policy/about-data-management-and-sharing-policy/data-management-and-sharing-policy-overview#after>

January 25th 2023

OFFICE OF RESEARCH AND SPONSORED PROGRAMS



2. New Policies & Procedures

➤ UMB/ORSP Updates

With the implementation of Quali PD, opportunity to inject more consistency in key processes

- Internal Deadlines – to allow for the necessary time for appropriate reviews and workflow approvals, hard stop deadlines for budgets/final applications.
- F&A rate – opportunity for campus to align better with best practices for non-federal rates. Waivers will be an exception and have a standardized approval process that must be in place prior to internal deadlines. The following rates are pending provost approval:

Sponsor Type	On Campus	Off Campus
Industry and Non-Mass Gov't Agencies	52.5% MTDC	26% MTDC
Foundations and Non-profits	20% TDC	20% TDC
Commonwealth of Mass and Local Agencies	26% MTDC	26% MTDC
Unrestricted	10% TDC	10% TDC

- Cost Sharing – no major changes but will continue to limited to only as required; approvals must be in place prior to internal deadlines.

3. Kuali Testing & Implementation Updates

Phase I Kuali Proposal Development (PD) Implementation

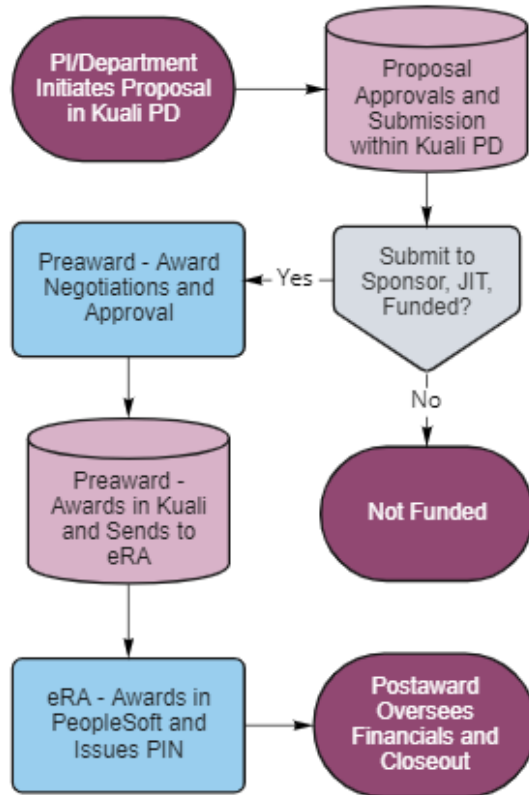
- Kuali Protocol (COI & IACUC) went live in FY22, Kuali PD is the next step
- High level testing is ongoing, and we are incorporating feedback from our focus group – Thank you to those volunteers!
- Kuali PD demo will be featured at the Provost's meeting with the Deans on October 5
- Training on Kuali PD will be offered in October
- Go Live is targeted for November 2022



Phase II Kuali Proposal Development (PD) Implementation

- S2S – System to System submissions where proposals will be able to be submitted directly to grants.gov through Kuali PD

3. Kualo Testing & Implementation Updates



Phase I Flowchart with Kualo PD

- Future sponsored funding lifecycle
- With Kualo PD you can expect greater visibility into the status of your proposals and awards

3. Quali Testing & Implementation Updates

Preview of the Quali Dashboard

- The Quali home Dashboard allows you to track and manage your proposals

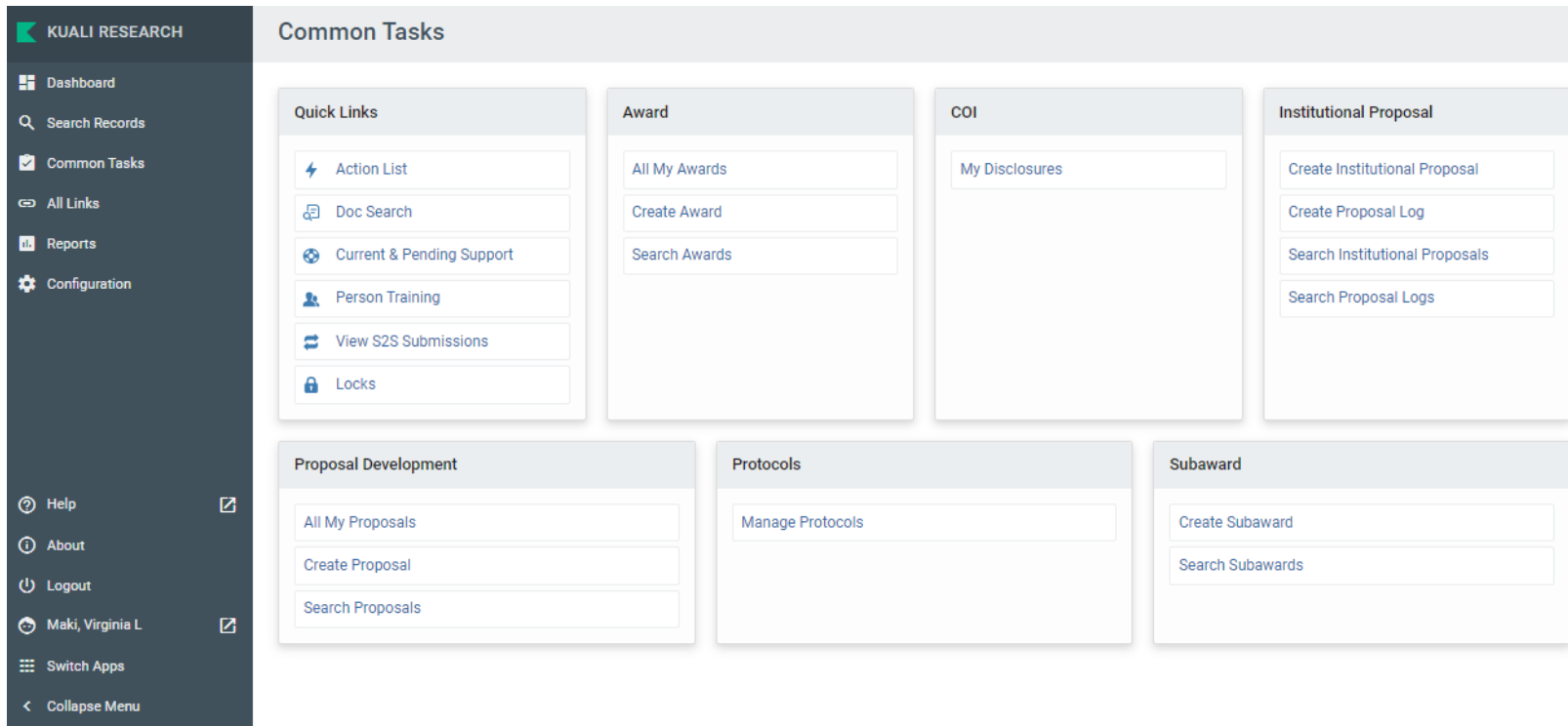
The screenshot displays the Quali Research Dashboard with a sidebar on the left and a main content area. The sidebar includes navigation options: Dashboard, Search Records, Common Tasks, All Links, Reports, Configuration, Help, About, Logout, McGee, Geoff, Switch Apps, and Collapse Menu. The main content area is titled 'Dashboard' and features a 'Show/Hide cards' button. It is divided into four sections: 'Proposals routing to me', 'Proposals not routing', 'Institutional Proposals work in progress', and 'Awards work in progress'. Each section contains a list of cards with details such as proposal number, PI name, sponsor, title, due date, and last action.

Section	Item Type	Item ID	PI	Sponsor	Title	Status	Due Date	Last Action
Proposals routing to me	Proposals	#1386	MCAPFEE, ALAN	NIH	Test COI integration ...	Compliance	10/10/2018	4/24/2020 9:53 AM
	Proposals	#531	Chee, Inez	NSF	Sokol test for IP budget ...		11/15/2018	11/06/2018 3:10 PM
	Proposals	#556	Tester, Joe	NIH	KS - PD Test - Lead unit: N.		11/30/2018	7/19/2019 2:13 PM
	Proposals	#538	Cabe, Allyson	NIH	NEW workflow test - Lea...		11/30/2018	4/05/2019 11:20 AM
	Proposals	#591	admin, admin	NIH	Abstract Type Validation...		12/31/2018	12/20/2018 7:00 AM
Proposals not routing	Proposals	#1667	None	NIH	test - Lead unit: None		None	12/21/2020 8:23 AM
	Proposals	#1666	None	NIH	Training Grant - PECKe - Lead...		None	12/18/2020 1:30 PM
	Proposals	#1664	BURD, ALTHEA	American Health Assistance Foun...		None	None	12/14/2020 9:28 AM
	Proposals	#1663	None	NSF	title - Lead unit: None		None	12/11/2020 8:30 AM
	Proposals	#1661	None	NIH	TEST modular PECK - Lead uni...		None	12/09/2020 3:52 PM
Institutional Proposals work in progress	Institutional Proposal	#21060674	None	Army	testing - Le...	Pending		12/11/2020 9:41 AM
	Institutional Proposal	#21060666	BURD, ALTHEA	NIH	Test...	Pending		11/25/2020 7:16 AM
	Institutional Proposal	#21020646	None	DOE - Chicago	Title: TH...	Pending		8/19/2020 8:19 AM
	Institutional Proposal	#21020641	None	NIH	Joe's new IP ...	Pending		8/18/2020 8:30 AM
Awards work in progress	Award	#008830-00001	Tester, Joe	Army Materiel - Electronics - ...	Active			1/07/2021 12:52 PM
	Award	#008832-00001	None	Air Force	cal tes - Lead unit:...	Active		12/22/2020 11:06 AM
	Award	#008831-00001	Tester, Joe	NIH	testing custom at...	Pending		12/11/2020 11:14 AM
	Award	#008829-00001	None	Army Research Office	Title: testin...	Active		12/10/2020 12:41 PM

3. Kualo Testing & Implementation Updates

Preview of the Kualo Common Tasks Dashboard

- The Kualo Common Tasks Dashboard allows you easy access to commonly used links in Kualo



3. KualI Testing & Implementation Updates

Preview of the Create Proposal Page

- Basic proposal information is entered on this page, a new proposal is created once the Save and Continue button is clicked

KUALI RESEARCH KualI Research

Create Proposal

* Indicates required fields

Proposal Type: * New

Lead Unit: * B009900000 - Institute Community Inclusion

Activity Type: * Instruction

Project Dates: * 01/01/2023 to 06/30/2023

Project Title: * Pretend proposal for demonstration purposes

Sponsor: * 0000003611 UNIVERSITY OF MASSACHUSETTS FOUNDATION

Principal Investigator: * admin

Sponsor deadline: * 11/15/2022 hh:mm

Sponsor Deadline Type: * Target

Cancel Save and Continue

3. Kualo Testing & Implementation Updates

Preview of a Proposal

- Once a proposal is created, you are then able to navigate through the different components to complete your proposal

The screenshot displays the Kualo Research web application interface. On the left is a dark sidebar with navigation options: Dashboard, Search Records, Common Tasks, All Links, Reports, and Configuration. The main content area is titled 'Kualo Research' and shows 'Proposal Development' for 'Proposal: #24' with PI 'admin admin'. A 'Document Info' box in the top right corner lists: Doc Nbr: 30695, S2S Connected: 100, Initiator: virginia.maki, and Status: In Progress. Below this is a toolbar with icons for Data Validation (off), Print, Copy, Medusa, Hierarchy, Budget Versions, Link, and Help. The central 'Proposal Details' form includes a success message: 'Document was successfully saved.' The form fields are: Proposal Type (New), Lead Unit (B009900000 - Institute Community Inclusion), Activity Type (Instruction), Project Dates (01/01/2023 to 06/30/2023), Project Title (Pretend proposal for demonstration purposes), Sponsor (0000003611 UNIVERSITY OF MASSACHUSETTS FOUNDATION), Prime Sponsor Code, and Keywords (Nothing selected). At the bottom of the form are buttons for Save, Save and Continue, and Close. A left-hand menu under 'Basics' lists various proposal components like Delivery Info, Sponsor & Program Information, Organization and Location, Key Personnel, Questionnaire, Compliance, Attachments, Budget, Access, Supplemental Information, Summary/Submit, Super User Actions, and Notifications History.

4. SUMMIT Resources & Training

SUMMIT for Sponsored Projects Drop-in Sessions

- Check the Training & Education section of the ORSP website for SUMMIT drop-in sessions

Office of Research & Sponsored Programs

[Home](#) > [Office of Research & Sponsored Programs](#) > [Training & Education](#)

Training & Education

As federal regulations, rules, and norms change and shift, it is important for faculty, staff and students to keep well informed about federal guidelines around research and sponsored projects administration. The topics mentioned below will assist you with learning best practices for pre-award and post-award administration, research compliance and research development. Please send any questions to orsptraining@umb.edu - we are here to help!

SUMMIT for Sponsored Projects Drop-in Sessions 2 PM to 4 PM

- » [October 12, 2022 - Zoom Link](#)
- » [November 16, 2022 - Zoom Link](#)
- » [December 14, 2022 - Zoom Link](#)
- » [January 11, 2023 - Zoom Link](#)

Grant Forum dates and material can be found on the [Grant Forum](#) page.

Suggested Trainings	
Conflict of Interest	+
Export Control	+
Responsible Conduct of Research	+
SUMMIT Training for Sponsored Programs Handout	+

Research Administration/Research Integrity Networks	
National Council of University Research Administrators (NCURA)	+
Society of Research Administrators (SRA) International	+
Public Responsibility in Medicine and Research	+

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OFFICE OF RESEARCH AND SPONSORED PROGRAMS

4. SUMMIT Resources & Training

SUMMIT Training Handout – Now Available!

- This is a 27-page PDF that reviews the basics of using the SUMMIT reporting tool to manage your sponsored projects
- Group and one on one training in SUMMIT is available upon request, reach out to Ginny Maki at Virginia.Maki@umb.edu or orsptraining@umb.edu

SUMMIT Training for Sponsored Programs Handout

UMass uses the SUMMIT reporting tool to deliver PeopleSoft data quickly and easily. The Sponsored Activity section within the FDM: Department Management Dashboard is an important resource for managing your sponsored projects. Click [Read More](#) for the Handout, “SUMMIT Fiscal Management of Sponsored Programs: How to use the SUMMIT Reporting tool to effectively manage your sponsored funding” [Read more »](#)

SUMMIT – Sponsored Activity

Filters on the Sponsored Activity Page

- Here you will see a series of filters to define your search criteria
- Note there are two filter sections, each with their own Apply and Reset buttons, the date range section is in gray

From Date: 07/01/2022 To Date: 08/10/2022 Apply Reset

Dept Tree Level: --Select Value-- Dept Level Nodes: --Select Value-- DeptID: --Select Value-- Project: --Select Value-- Project Status: --Select Value--

Fund: --Select Value-- Class Code: --Select Value-- Project PI: --Select Value-- Award ID: --Select Value-- Award PI: --Select Value-- Grant Accountant: --Select Value-- Apply Reset

- You must click the Apply button for each section separately after you populate the filters in those sections

Future Grant Forum

Topics to Cover & Suggestions

OFFICE OF RESEARCH AND SPONSORED PROGRAMS



Any
Question



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