ORA Staff News

We are pleased to announce that Cindy Richey will join the ORA team as a Senior Grant Coordinator on September 30th. Cindy comes to ORA from the Department of Development, where she has worked since 2008. Cindy will provide grant coordination to the College of Education, Department of Civil Engineering, as well as other university units. Welcome Cindy!

Congratulations to former Grant Accountant Kimberly Kemp, who recently took a new position at NEOMED as the Manager of Operations for the College of Medicine. Congratulations Kim!

ORA welcomes back Lois Smith, who is taking over grant accounting duties for all Engineering Departments except Civil and Mechanical, Summit College, Academic Achievement, and all internships. She is on temporary assignment while a search is underway for a permanent Grant Accountant.

Jennifer Tanaka is ORA’s new Graduate Assistant for financial research administration. Jennifer will be handling account closeouts and travel expense report reviews. Welcome Jennifer!

Kudos to Senior Grant Accountant Christie Christy who graduated with her MBA from The University of Akron in August and to Kathryn Evans who earned her B.S. in Organizational Supervision in May. Congratulations to Heather Kraus, Sharon McWhorter, Rebecca Campbell, and Kathryn Evans, all of whom passed the Certified Research Administrator exam in May.

Katie Watkins-Wendell,
Assistant Vice President ORA
Sharon McWhorter, Director Pre-Award Research Adm.
Heather Kraus, Director Financial Research Adm.
Jennifer Laughner, Assistant Director Financial Research Adm.
Christie Christy, Senior Grant Accountant
Senior Grant Coordinators:
Valerie Boaz
Rebecca Campbell
Emily Njus
Cindy Richey
Grant Accountants:
Diana Bish
Brenda Brown
Bianka Hernandez
Lois Smith
Mary Dingler,
Grant Coordinator
Kathryn Evans,
Asst. to the ORA Asst. VP
Mary Samartgedes,
IRB Secretary & GRANT Newsletter Manager
Theresa Schillig,
Accounting Specialist
ORA Graduate Assistants:
Kelly Ruszkiewicz
Jennifer Tanaka
Karen Day,
Vivarium Supervisor
Small Business Innovation Research (SBIR)/
Small Business Technology Transfer (STTR) Update

ABIA 9/5/13  Presented by bbq Entrepreneurial Training and Consulting

ABIA, in conjunction with BioEnterprise presented “SBIR/STTR Agency Overview and Proposal Preparation” seminar on September 5th. The Federal SBIR/STTR program is mandated by legislation to agencies with extramural research budgets that reach a certain threshold resulting in 11 agencies that have SBIR programs and 5 agencies that have STTR programs. These programs help bridge the gap between innovation and product development with 3-phase awards focusing on product development with plausible commercialization strategies to bring the product to market.

Both programs have specific eligibility requirements. The small business must be for-profit, U.S. owned and controlled (>50% ownership controlled by U.S citizens, permanent residents or domestic businesses), located in the U.S. with all research and development occurring in the U.S. and have less than 500 employees (based on the average number of employees for each pay period in the preceding 12 months). The company applying must also have company controlled suitable research space in which to perform their percentage of the work. The research space can be leased, loaned or borrowed and this can include leasing the space from a University.

A business may partner with a University for a SBIR but a STTR proposal must have a non-profit research institution as a partner. In an SBIR subcontracts can perform no more than 33% of the work in Phase I and 50% in Phase II. A subcontract can perform at least 30% of the work in a STTR.

There are also rules governing the PI’s position in both the STTR and SBIR programs. For a SBIR, the PI must be at least 51% employed at the small business at the time of and for the duration of the award. However, in the proposal, employment can be made contingent on receiving the award. For a STTR the PI must have an “official relationship” with the small business with at least 10% effort on the project. (Note: NSF follows the SBIR rules on employment of the PI for both the SBIR and STTR programs).

With the 2012 federal reauthorization there are certain performance issues that SBIR and STTR agencies are focusing on. There has been a lot of focus on the location of the project and the small business. Remember, the business must perform a set amount of the project in their controlled space. Agencies are also scrutinizing proposals to make sure that the same work is not being repeatedly funded. Proposals can still use the same technology but focus on a different application of that technology.

Finding funding opportunities can be difficult. SBIR.gov links to the 11 participating agencies and allows searches for past awards as well as current and past solicitations. Grants.gov is a good place to search but it does not show contractual opportunities, only grant opportunities. Zyn.com/sbir is a private site that posts SBIR and STTR opportunities. This site allows one to search for potential opportunities by keywords looking at both the technology and the problem(s) that will be solved with the technology.

Continue reading on page 3
One important aspect of a SBIR/STTR proposal that often gets overlooked is the literature search. The PI's goal is to persuade reviewers of their awareness of pertinent recent research. This involves a thorough literature and market search. An understanding of market trends and needs is crucial for a strong proposal.

A strong commercialization plan is also necessary. A market analysis is not a commercialization plan and SBIR/STTR reviewers want to see that the product that is being funded makes it to the market. A commercialization plan should include the value of the project, company information, the market, the potential customer, any competition, intellectual property plan/protection, finance plan, production and marketing plan and a plan for a revenue stream. While a detailed commercialization plan is usually a Phase II requirement some sort of plan is required in Phase I applications as well.

Each agency and program has specific proposal preparation guidelines so it is important that the RFP is read and followed.

“NIH Public Access Policy”

All work supported by the NIH must comply with the Public Access Policy http://publicaccess.nih.gov/ which requires the submission of final–peer-reviewed journal manuscripts that arise from NIH funds to PubMed Central upon acceptance for publication. This policy requires these papers are accessible to the public on PubMed Central no later than 12 months after publication. Please be sure to include the PubMed Central ID (PMCID) in Citations at the end of the full citation in your application report.

Institutions are beginning to receive a restriction in award notices where the PI or a Co-PI is not in compliance that prohibits spending on the award until all publications have been submitted to PubMed Central.
Dear Grantee:

As you are aware, the Government Fiscal Year (FY) 2013 ends on September 30, 2013 and an Appropriation Act for FY2014 has not yet been passed. The Administration strongly believes that a lapse in appropriations should not occur, and that there is enough time for Congress to act to prevent a lapse. However, prudent management requires that we prepare for an orderly execution of contingency plans in the unfortunate event of a lapse. In the event a continuing resolution or a FY2014 budget is not passed and a lapse of funding occurs, I wanted to provide you with information related to our grant administration processes.

Your particular grant program is funded by appropriations that will be affected by a government shutdown. As a result, if there is a lapse in funding, HHS’ NIH staff will not be available to provide routine administrative support services. HHS will, however, maintain the Payment Management System in an operational status to continue processing grant drawdown requests. Given that you have received your award prior to the gap in funding, you may be able to continue drawing funds from prior awards during an appropriations lapse. If you received your notice of grant award with restrictive terms and conditions, or if your drawdown request triggers one of the Payment Management System edit checks and/or the drawdown limit controls, you will not be able to drawdown funds.

If you are considering submitting an application for additional HHS federal assistance funding, please be advised that the Grants.gov system will be operational during a lapse in funding and will be accepting applications from prospective grantees. However, for NIH applications the Grants.gov system will only accept and store applications. Applications will not be processed further until such time as the authority and funding to return to normal business operations are restored.

Please check the website at www.hhs.gov for updates. Thank you for your assistance with this period of a potential government shut-down and your ongoing support of the NIH.

Sally J. Rockey, Ph.D.
NIH Deputy Director for Extramural Research
rockeysa@od.nih.gov
I have detected conversation swirling in our community about a rumored change in NIH’s policy for granting no-cost extensions. The thought is that no-cost extensions should not be sought because if funds remain at the end of the project period then NIH will take money back from the grantee...

**NIH Offers Niche Assessment Program to SBIR and STTR Phase I Awardees**

**Notice Number:** NOT-OD-13-109  
**Key Dates:** Release Date: August 28, 2013  
**Issued by:** National Institutes of Health (NIH)

**Purpose**  
NIH announces the availability of a Niche Assessment Program for its SBIR/STTR Phase I awardees funded in fiscal years (FY) 2013 and 2014. All active NIH SBIR/STTR Phase I awardees (by grant or contract) as well as those small businesses selected to receive a Phase I award in the first three months of the upcoming fiscal year will be eligible to participate. This program can help “jump-start” a company’s commercialization efforts by providing the market insight and data that can be used to strategically position its technology in the marketplace, by assisting companies with their development of commercialization plans for Phase II applications, and by introducing small businesses to potential partners...

**Implementation of the Revised International Guiding Principles for Biomedical Research Involving Animals**

**August 14, 2013**

The NIH is seeking input from the public on any concerns they may have regarding the implementation of the revised International Guiding Principles for Biomedical Research Involving Animals (Guiding Principles) of the Council for International Organizations of Medical Sciences (CIOMS) and the International Council for Laboratory Animal Science (ICLAS). **For more information, see NIH Guide Notice NOT-OD-13-096.**
Writing a grant proposal is a daunting, detail-focused task. Investigators need to keep numerous regulations and “suggestions” in mind during the preparation phase. Jean Feldman of NSF presented an NSF proposal update at the National Council of Research Administrators (NCURA) national meeting in Washington DC, giving many tips that PIs can use to improve their future proposals.

NSF update
Currently the funding rate at NSF is about 20% across the different directorates and programs. The funding rate has dropped in recent years due to increases in submissions and federal budget troubles. With increased competition, it is important to do everything possible to increase your chances of having a proposal funded. This means that it is increasingly important to focus on the little details that program officers are looking at more and more.

When looking for funding opportunities it’s crucial to make sure that the goal of the program that you are interested in coincides with your research. The program goals can be found in the solicitations (RFPs) or in “Dear Colleague” letters.

With more submissions NSF program officers are getting increasingly strict about deadlines. Proposals are due at 5:00 pm on the due date and being seconds over the deadline puts you at risk for your proposal being returned. If for some reason you cannot make the deadline or you miss it, it is recommended that you contact the program officer and explain the situation. If your proposal is late due to some sort of disaster, natural or anthropogenic, the program officer will most likely try to work with you as long as you have documentation.

Proposal Section
Summary
This is probably the most important section of the proposal. Hence, it is very important to follow the new NSF guidelines and use the provided text boxes for your summary unless it must contain any special characters. It is also advised that you type your summary directly in the FastLane provided text boxes as copying text from a separate document can transfer hidden code and may give an inaccurate character count. This section is the first part of a proposal that a reviewer looks at, the goal is to get them excited in the proposed research! Try to grab the reader’s attention and interest but be sure that the summary matches the proposed work in the project narrative.
Preparing an NSF Proposal: The Good, The Bad, and The Ugly

Project Description

Reviewers and program directors are focusing more on intellectual merit and broader impacts in proposals. While it may feel redundant, this information must be in the project description even though it is in the summary as well. Another common mistake in this area is that PIs and Co-PIs are neglecting to add information about NSF funding. This includes current or past funding, from the last five years. If multiple awards have been made, the one closest to the proposed work should be discussed. Even if the current or past funding has nothing to do with the current proposed work, NSF funding must be included (unless the specific RFP directs otherwise). This is how reviewers judge if the PI and their research are a good investment of NSF funds. This section should showcase the positive outcomes of the PI or Co-PIs research specifically in the areas of intellectual merit and broader impacts.

References

Your proposal references are used to judge two main areas: has the PI done their homework and who would or would not be a good reviewer for this proposal. It is important to demonstrate that the PI has searched the relevant literature and taken time to cite it.

Biosketches

This is an area of proposals that is coming under increasing scrutiny from many programs. The most recent GPG (Proposals and Award Policies and Procedures Guide, October 2012) wants the word “Products” used instead of publications for the five items most closely related to the proposal and the five other significant items. The products can include patents as well as standard publications. NSF uses these to judge someone’s capacity to perform the proposed work as well as to identify any potential conflicts of interest, which NSF takes more seriously than almost any other agency. It is very important that the PI or Co-PI contact the program officer if they cannot fit all of their collaborators and conflicts within the two page limit.

Budget and Justification

The most important idea for the budget and justification is whether or not it is realistic and appropriate. Reviewers look at whether or not the proposed work can reasonably be completed with the requested funds. For this reason the more justification provided the better. Here again, there can be exceptions to the standard NSF rules. If an individual needs more than two months of time on the proposal in order to complete the work speak with the program officer and include a detailed justification with the reasoning. Also, in the case of large proposals with multiple subawards it may be possible to increase the maximum 3 page limit.

Facilities and other Resources

This section shows the organizational capabilities and commitment to the proposed research and there is no page limit. Organizational commitments can be identified in this section but it is good practice to not include anything quantifiable.

Current and Pending Support

NSF uses the current and pending support documents to assess an individual’s commitments. Therefore, it is important to also include internal funding. Reviewers are not as concerned with the amount of funding rather they want to be sure that the individual has the time available to work on the proposed project.
NSF NEWS:

Preparing an NSF Proposal: The Good, The Bad, and The Ugly

Data Management Plans
This is a hot topic in the government. The key to a good data management plan is that the data generated, no matter the form, must be accessible. That means that it must be preserved as well as being available for access. Many NSF directorates offer guidance on the information that they would like to be included in this section of a proposal. A guide is also available on the ORA website.

Special Proposal Sections
A helpful tip for proposals using Human or Animal Subjects; the government fiscal year ends September 30, so come late summer NSF often has money that it needs to spend out. If a proposal is still pending around this time be sure that you have IACUC and IRB approvals as needed. NSF cannot make an award for a proposal containing animals or humans without approval letters and quick turnaround may be needed for an award at that time of year.

ARRA Acceleration Frequently Asked Questions (FAQ) for NSF Principal Investigators with awards funded under the American Recovery and Reinvestment Act of 2009 (ARRA)

Frequently Asked Questions for NSF 13-605, Catalyzing New International Collaborations (CNIC)
OTHER FEDERAL NEWS:

National Institute of Standards and Technology (NIST) Releases 2012 Department of Commerce Technology Transfer Report
From NIST Tech Beat: August 6, 2013

The National Institute of Standards and Technology (NIST) has released the Department of Commerce’s (DOC) 2012 Technology Transfer Report. The annual report summarizes the technology transfer activities of its three federal laboratories: NIST, the National Oceanic and Atmospheric Administration (NOAA), and the Institute for Telecommunication Sciences (ITS) of the National Telecommunications and Information Administration (NTIA)...

Capitol Hill Showdown: What Will October Bring?
MICHELLE MELIN-ROGOVIN - SEPTEMBER 19, 2013

I don’t know about you, but when I’m working on an application deadline, I’d like to think about helping my investigator submit a quality application – not whether the government will be open for business to accept the application on the due date...
FOR IMMEDIATE RELEASE
Ohio Humanities Introduces New Grant Guidelines

Columbus, Ohio – August 2013 – Ohio Humanities is pleased to announce new grant guidelines and deadlines. These guidelines replace all previous versions. Grant applicants are encouraged to visit http://ohiohumanities.org/grants to learn more. An updated grant application with new narrative questions is also available.

Effective as of August 15, the guidelines utilize six questions and a set of funding principles to help applicants identify to how they can successfully seek Ohio Humanities grant support.

The new guidelines include updated guidelines for media production projects and cultural and heritage tourism projects. Educator enrichment grants is a reimagining of the former K-12 Teachers Institutes. The educator enrichment guidelines have been updated to encourage innovative, effective, and cost-efficient formats.

Ohio Humanities is interested in seeing applications that address the following: Journey Stories, the Civil Rights Movement, and World War I. Projects that include the participation of veterans are a priority.

“The changes to our guidelines emphasize the true purpose of our grant-making – to better engage the public in the humanities,” explained David Merkowitz, assistant director of Ohio Humanities. “The innovative projects we support will allow diverse audiences to explore the human experience. Through our support, we aim to enhance the vibrancy of Ohio communities.”

For more information about Ohio Humanities and its grant policies, visit ohiohumanities.org.

About Ohio Humanities:
Ohio Humanities serves as a public advocate for the humanities in Ohio. We promote the humanities through public programs, grants, and community projects with the goal of helping individuals and communities explore, share, and be inspired by the human experience.

Contact:
David Merkowitz, Assistant Director
Ohio Humanities
471 East Broad Street, Suite 1620
Columbus, Ohio 43215
1-800-293-9774
www.ohiohumanities.org
dmerkowitz@ohiohumanities.org
STATE OF OHIO NEWS:

State of Ohio
Office of Management & Budget

Mileage reimbursement for FY 2014

The new rate will be—$ .52

Effective Aug. 1, 2013
4 Reasons Why it is Important to Appropriately Classify Extramural Funds

NIH PODCAST:

*Wednesday, October 16, 2013, 8:30:00 AM*

_Time displayed is Eastern Time, Washington DC Local_

**Ethical and Regulatory Aspects of Clinical Research - Session 4**

Informed Consent; Research Involving Persons at Risk for Impaired Decision-Making; Mock IRB

The Department of Bioethics offers this seven to eight week course annually each fall. The course is designed to provide an overview of the important issues in the ethics of human subject research for clinical investigators and others who participate in the conduct of research and is open to the entire NIH community as well as to those from outside NIH.

Topics include the history of human subject research ethics, principles and guidelines, study design, subject recruitment, informed consent, and international research.

The course is open to the entire NIH community as well as to those from outside NIH, and is also available through Videocast. The recommended textbook is *Ethical and Regulatory Aspects of Clinical Research*, edited by Emanuel et al (Johns Hopkins University Press). The course is taught by guest faculty and faculty members from the National Institutes of Health.

**RPPR Phase II Pilot for FDP Members; Training Webinar in October**

The National Institutes of Health (NIH) invites all Federal Demonstration Partnership (FDP) members to participate in the NIH Research Performance Progress Report (RPPR) Phase II pilot which begins following the October 18, 2013 eRA release. The pilot includes all non-SNAP awards which require detailed budgets. (As of May 2013, NIH already requires use of the RPPR module to submit SNAP and fellowship award progress reports.) A training webinar for FDP pilot institutions will be given on Oct. 22 from 1-3:00 pm EDT. Registration is required and webinar seats are limited: [https://www3.gotomeeting.com/register/351474342](https://www3.gotomeeting.com/register/351474342).

Further information on this announcement is available in [NIH Guide Notice NOT-OD-13-113](https://grants.nih.gov/grants/rppr/).
Professional Development...continued

**Essentials of Proposal Writing**

**Location:** Online Workshop  
**Date:** 10/14/13 / **Time:** 08:30 AM to 04:30 PM

This is a comprehensive workshop that covers the most current initiatives in federal, foundation and corporate funding. It is geared for those wishing to understand how to write winning grants in the current grant procurement environment, as well as the seasoned grant-writer or administrator who wishes to update his/her knowledge of what is new in the field...

**Webinar:**

**Protecting Human Subjects in Qualitative Research**

**When** Thu, October 24, 1 pm – 2 pm / **Where** Online! ([map](http://www.primr.org/Conferences.aspx?id=18003))

**Description**  Julie Simpson, PhD, director of research integrity services at the University of New Hampshire, will provide an introduction to qualitative research; discuss ethical challenges inherent in conducting and reviewing this type of research; and offer strategies to address them. Learn more - [http://www.primr.org/Conferences.aspx?id=18003](http://www.primr.org/Conferences.aspx?id=18003)

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**2014 IACUC CONFERENCE**

**Monday, March 31**  
Pre-Conference Educational Programs

**Tuesday, April 1**  
2014 AAALAC International Conference: The Path to Success Under AAALAC’s New Standards

**Wednesday, April 2 - Thursday, April 3**  

**Sponsored by:**

Public Responsibility in Medicine and Research (PRIM&R)
SRA 2014 Midwest/Northeast Section Meeting

The Midwest and Northeast Sections are hosting the 2014 Midwest/Northeast Section Meeting in Minneapolis, Minnesota at the Marriott City Center from April 27-30, 2014. This year, our main topical subject areas (tracks) will be in:

- Professional Development
- Financial Management
- Research Compliance/Research Law
- Pre-Award
- Clinical Research
- PUI's

We are also happy to announce that these three certificates will be offered in full:

- Pre-Award
- Leadership
- Introduction to Research Administration and Management

(Registration will open in December)

Take advantage of BIS's free on-line training, which is available in a variety of electronic formats

- Export 101 Training Videos
- Update 2012 Conference on Export Controls and Policy
- Essentials of Export Controls
- Complying with US Export Controls Webinar Series
- Special Topics Training Modules and Other Archived Webinars
Auditing Fundamentals in the Federal Environment

This course is designed for federal, state, and local agency personnel whose programs and/or operations are subject to financial statement audits, attestation engagements, and/or performance audits performed in accordance with Generally Accepted Government Auditing Standards (GAGAS), and who want to understand more about how audits are performed.

Learning Objectives

- Identify laws, regulations, and other requirements for audits in the government environment
- Discuss how oversight bodies use audit results
- Describe how GAGAS govern the quality of audits and how they are done
- Analyze audit findings and recommendations
- Use audits to ensure accountability of government operations
- Prepare for the audit process, including audit interviews and requests for documentation
- Understand the elements of effective audit reports
- Develop positive auditee/auditor relationships that enhance communication and help ensure audit reports contribute to program and operational improvements...
### Upcoming Research for Lunch Presentations

- Dr. Elisha Ann Dumser, Assistant Professor of Art History in the Myers School of Art, will present *The Politics of Living Well: the Residences of Maxentius in Rome (306-312 C.E.)* on October 9, 2013 at noon – 1 p.m. in Folk Hall Room 102.

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- Dr. Janette Dill, Assistant Professor of Sociology, will present, *Is there a penalty for caring? Career trajectories of men in caring occupations versus traditionally male-dominated occupations* on October 15, 2013 at noon – 1 p.m. in the Student Union Room 308.

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- Dr. Patrick Chura, Professor of English, will present *Ten Days That Shook Lithuania* from noon – 1 p.m. on October 23, 2013 in the Student Union Room 308.

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- Dr. Peter Gordon, Assistant Professor of Mathematics, will present *Gelfand type problem for two phase porous media* from 2 p.m. - 3 p.m. on October 29, 2013 in the Student Union, Room 312.

Bring your lunch and learn about your colleagues’ research. RSVP Kelly Ruszkiewicz, ORA, x8232 or by email RschSrvsGA8@uakron.edu.

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The **ORA** (Office of Research Administration) is currently planning its 2013-14 education schedule. If there is a particular topic that you would like to see presented in the next academic year, we want to hear from you!

Contact Kelly Ruszkiewicz: 330-972-8232 (e mail: RschSrvsGA8@uakron.edu)

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Do you have an idea or know someone who would like to receive **GRANT**?

Contact me: **Mary Samartgedes** 330-972-7666