Volume 6, Issue 3

RAC NEWS

March 2006

Website: http://www.med.ufl.edu/research/

REMINDERS

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NIH – PROGESS REPORTS DUE APRIL 1, 2006

For those Progress Reports due on 04/01/06, if you decide to submit through NIH Commons, the due date is extended to 04/15/06.

As a component of the NIH eRA Commons, eSNAP, electronic Streamlined Non-competing Award Process, allows institutions to submit an electronic version of a Type 5 (non-competitive) progress report to NIH via a web interface.

The eSNAP allows an extra two weeks to submit your progress report. In order to submit your progress report, you will need to be registered with NIH Commons. To establish an account, please email DSR, Proposal Processing at ufproposals@rgp.ufl.edu with an active UF email address. If you are already registered, you can login to the NIH Commons website https://commons.era.nih.gov/commons/index.jsp. Contact proposal processing if you do not remember your username.

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INSIDE THIS ISSUE

1 Reminders

1-2 What's New

3 In the News

4 New Funding Opportunities

4 Conferences and Workshops

4 Quote for the Month

WHAT'S NEW

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RESEARCH ADMINISTRATION AND COMPLIANCE LISTSERV

The College of Medicine, Research Administration and Compliance (RAC), formerly the Office for Research Affairs, has created an email listserv for College of Medicine proposal processing.

If you need to notify the office regarding the review of a proposal or to obtain proposal information via email, please email the new listserv at COM-RESEARCH-ADMIN-COMP-L@LISTS.UFL.EDU. One of the RAC staff will respond appropriately.

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SPRING 2006 IACUC INSPECTIONS BEGIN APRIL 1ST

The IACUC will begin semiannual inspections of all animal facilities on April 1. Inspections will be conducted Monday-Thursday 9am-12noon & 1:30pm-4:30pm, and Friday 9am-12noon.Inspections will not be done on Friday afternoons or during IACUC meeting days (1st & 3rd Tuesday of the month). The PI must make themselves and/or a senior lab member available.

For a detailed list of what the IACUC will be looking for on inspections, please see: http://www.iacuc.ufl.edu/inspections.htm

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IACUC NEWS

The IACUC Policy on Animal Adoption has been revised. Check it out at: http://www.iacuc.ufl.edu/links.htm

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GRANTS.GOV AND UF UPDATE: EARLY SUBMISSION HIGHLY RECOMMENDED

Grants.gov is fast becoming the centralized, online process to find, and apply for, more than 1,000 grant programs from the 26 Federal grant-making agencies.

To assist in this transition, UF`s Division of Sponsored Research (DSR) has organized 9 "Train the Trainer" sessions, where more than 90 individuals selected by the Dean`s Office of each of the 16 Colleges will be trained in all aspects of Grants.gov. These individuals, as well as DSR staff, will become the help desks serving faculty and staff needing assistance when working with Grants.gov. To find your local Grants.gov expert, go to the following weblink: http://www.rgp.ufl.edu/research/grants_gov.html

Following the "Train the Trainer" sessions which end in May, DSR will begin open training sessions. This will supplement training sessions being provided by the Trained Trainers in their designated areas. Look for an announcement in late April or early May which will provide schedule and registration details.

Independent of these sessions, DSR is available anytime to assist those who will be using Grants.gov. In these cases, please call Proposal Processing at 392-9267.

Be prepared and submit early - Grants.gov is a new system and it is recognized that there may be errors and problems with your first attempts using Grants.gov. By submitting your Grants.gov proposal early, DSR and other local experts will be able to help identify problems that can be corrected to allow submission and acceptance of the proposal by Grants.gov.

For all agencies other than NIH, DSR highly recommends you make every effort to submit your Grants.gov proposal to DSR no less than 5 business days prior to the agency deadline.

For NIH grant submissions, we highly recommend you make every effort to submit your Grants.gov proposal to DSR no less than 14 business days prior to the agency deadline. This additional time is needed to allow for the NIH Commons additional system check of the application. If fatal errors are identified in the check, they must be corrected and the application resubmitted through Grants.gov to meet the original agency deadline.

For the full annoucement go to http://apps.rgp.ufl.edu/research/fyi/article.cfm?id=10945

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The National Institutes of Health (NIH) Small Business Innovation Research (SBIR) and Small Business Technology Transfer (STTR)

Applications **must be submitted electronically through Grants.gov using the SF424 (R&R) forms and Grants.gov SBIR/STTR Application Guide by 5pm local time on April 1, 2006.**

The College of Medicine will require the following for review and approval of SBIR/STRR Consortium proposals:

1. The appropriate PI/CO-PI, Chair, Dean signatures/ approvals via DSR-1 or via Peoplesoft Workflow

2. The Grants.gov required Subaward Budget Attachment from "Optional Documents" in the Grant Application Package

3. A clear scope of work for the Univ. of Florida's participation-* In addition to the requirements above, the STTR program also requires a statement for the Research Institution certifiying that they will complete the appropriate % of the work. You may used the following template for the required statement; http://www.med.ufl.edu/research/GrantForms/STTR%20Certification.doc. This is for the STTR program only, not the SBIR

4. COI's for PI and Co-PI at the University of Florida

Preparing the Subaward Budget Attachment

The Small Business would need to email the form to the consortium grantee. **Note:** consortium grantees must have installed the PureEdge Viewer before they can complete the form. The consortium grantee should complete all the budget information as instructed in the R&R Budget component instructions.

Then UF as the Consortium would need to **(AFTER ALL INSTITUTIONAL APPROVALS ARE OBTAINED!)** complete the budget component and email it back to the applicant organization.

PLEASE NOTE:

• **A fee cannot be entered for a subaward/ consortium budget.** Fee is allowable only for the small business applicant organization budget page.

• **Do not convert this attachment to PD**F. Only text attachments must be converted to PDFs. Attachments generated from PureEdge forms, such as the R&R SubAward Budget Attachment Form, should not be converted to PDFs.

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IN THE NEWS

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NIH CHANGES SUBMISSION DEADLINE TIME

The National Institutes of Health (NIH) changed the time that electronic grant applications must be successfully received by Grants.gov. Effective April 1, 2006, to be considered "on time," grant applications must be received no later than 5 p.m. local time -- of the applicant institution -- on the date listed in the funding opportunity announcement. NIH notes that the Grants.gov timestamp will remain in Eastern Time.

For the full announcement go to:
http://grants.nih.gov/grants/guide/notice-files/NOT-OD-06-050.html.

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NIH EXTRAMURAL NEWS

The National Institutes of Health (NIH) Office of Extramural Research (OER) invites subscriptions to the new *NIH Extramural Nexus*. Each bimonthly issue of the *NIH Extramural Nexus* will acquaint readers with information about extramural policies and initiatives, as well as the various programs that comprise the OER.

To subscribe to the *NIH Extramural Nexus*, send a plain text email to Listserv@list.nih.gov, including only the words Subscribe EXTRAMURALNEXUS in the body of the message.

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UPDATES TO NIH'S ELECTRONIC APPLICATION SUBMISSON PROGRAM AVAILABLE THROUGH LISTSERV SUBSCRIPTION

The Office of Extramural Research has established a listserv electronic mailing list to provide periodic updates on its electronic grant application program to scientists and administrators in the biomedical research community.

Persons interested in receiving these updates are encouraged to subscribe to the appropriate listserv, as follows: Scientists, Researchers and Principal Investigators: leaving the subject line blank, send a plain text email message to Listserv@list.nih.gov including only the words **Subscribe NIH_eSUB_PI-L** in the body of the message.

Institutional Officials, Administrative and Business Personnel: leaving the subject line blank, send a plain text email message to Listserv@list.nih.gov including only the words **Subscribe NIH_eSUB_AOR_SO-L** in the body of the message.

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Effective for applications intended for the May 10, 2006 submission date, the NIH standard policy regarding the inclusion of publications as acceptable Appendix material in grant applications is described below. This policy applies to all grant mechanisms for which publications are acceptable Appendix material, regardless of which application form is used (e.g., PHS 398, SF424 (R&R), PHS 416-1) or the mode of submission (paper or electronic). *Note that not all grant mechanisms allow the inclusion of publications.

- **Publications in press:** Include only a publication list with a link to the on-line journal article or the NIH PubMed Central (PMC) submission identification number. Do not include the entire article.
- **Manuscripts accepted for publication but not yet published:** The entire article may be submitted electronically as a PDF attachment.
- **Manuscripts published but an online journal link is not available:** The entire article may be submitted electronically as a PDF attachment.

*At this time no changes are being made to the other Appendix components:

- Surveys, questionnaires, data collection instruments, clinical protocols, and informed consent documents.
- No images may be included in the Appendix that are not also represented within Items 2-5 of the Research Plan.

*Applicants are cautioned not to use the Appendix to circumvent the page limitations of the Research Plan. An application that does not observe the relevant policies and procedures may be delayed in the review process.

*Applicants are reminded to review specific FOAs for any additional program-specific guidance on Appendix material and other application requirements.

*Application instructions for the PHS 398, SF424 (R&R), and PHS 416-1 will be revised to reflect this new policy for inclusion of publications in Appendix

For the full announcement go to:
http://grants1.nih.gov/grants/guide/notice-files/NOT-OD-06-051.html

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NEW FUNDING OPPORTUNITIES

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UPCOMING DEADLINES:

1. **NIH –** Pathway to Independence (PI) Award- **April 7, 2006-** (Sponsor deadline)

2. **US Army Medical Research and Material Command (USAMRMC)**- 2006 DOD Peer Reviewed Medical Research Program – **April 10, 2006** (Electronic Letter of Intent deadline)

3. **The Childhood Brain Tumor Foundation**- Grants- **April 14, 2006** (Sponsor deadline)

4. **US Army Medical Research and Material Command (USAMRMC)**- DOD Prostate Cancer Training Awards & Exploration Research Program – **April 18, 2006** (Sponsor Electronic deadline)

5. **US Army Medical Research and Material Command (USAMRMC)**- DOD Prostate Cancer Research Program – **April 18, 2006** (Sponsor Electronic deadline)

6. **AHRQ** – Small Grant Program for Conference Support – **April 20, 2006** (Grants.gov deadline)

7. **JDRF** - RFA: Ancillary Studies to Type I Diabetes Immunotherapy Trials – **April 21, 2006** (Letter of Intent deadline)

8. **Children`s Brain Tumor Foundation (CBTF)** - Research Grants- **April 24, 2006** (Sponsor deadline)

9. **DARPA** - Preventing Violent Explosive Neurologic Trauma (PREVENT) – **April 26, 2006** (Sponsor deadline)

For funding opportunities announced by Research and Graduate Programs FYI: http://rgp.ufl.edu/fyi/

New NIH notices, requests for applications and program announcements can be found at NIH Notice.

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CONFERENCES

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NCURA-Financial Research Administration VII

Where? LaQuinta Resort and Club, La Quinta, CA
When? April 2-4, 2006
Who Should Attend? The NCURA FRA conference is the main source for training and information dissemination among financial research administrators, central administrators, and departmental staff. The theme for this year's conference revolves around the development of partnerships in our daily activities to successfully manage sponsored research activities, work with departments and investigators, and make sure our organizations are compliant with all pertinent regulations.

The tracks for this years conference includes; Compliance, Costing, Transactional, Departmental, Hospital/Non-Profit Track, PUI, Senior Level Administrators, Federal, and Primers.

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QUOTE OF THE MONTH

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"We don't ask research to do what it was never meant to do, and that is to get an idea."

William Bernbach

UFCOLLEGE OF MEDICINE

RAC News is a monthly publication of the College of Medicine Research Administration and Compliance in the Health Science Center at the University of Florida, JHMHSC M134, PO Box 100215, Gainesville, Florida 32611-0215.
Tel: (352) 273-5398 - Fax: (352) 273-5387

Send suggestions and/or comments regarding this publication to aundreac@dean.med.ufl.edu with "Suggestions/Comments" in the subject line. If you do not wish to receive any more issues, please reply to aundreac@dean.med.ufl.edu with "Unsubscribe" in the subject line.

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